



# **A G E N D A**

## **INTEGRATED PLANNING COMMITTEE MEETING**

To Be Held

Wednesday, 15<sup>th</sup> April 2026  
Commencing at 10.00am

At

Shire of Dardanup  
ADMINISTRATION CENTRE EATON  
1 Council Drive - EATON

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~ Electronic Format [disk or emailed]  
Upon request.



## NOTICE OF AN INTEGRATED PLANNING COMMITTEE MEETING

Dear Committee Member

The next Integrated Planning Committee Meeting of the Shire of Dardanup will be held on Wednesday, 15<sup>th</sup> April 2026 to be held at the Eaton Administration Centre - commencing at 10.00am.

A handwritten signature in black ink, appearing to read "A. Schönfeldt", is positioned above the printed name of the Chief Executive Officer.

**MR ANDRÉ SCHÖNFELDT**  
Chief Executive Officer

Date: 10<sup>th</sup> April 2026

**Note:** If interested persons would like to make comment on any items in this agenda, please email [records@dardanup.wa.gov.au](mailto:records@dardanup.wa.gov.au) or hand deliver written comment to the Shire of Dardanup – Administration Centre Eaton, 1 Council Drive, Eaton. To be included in the meeting comments are to be delivered no later than 48 hours prior to the meeting.

The Chief Executive Officer will use his discretion as to whether the written comments are relevant and applicable to the meeting before approving their inclusion in the meeting.

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## VISION STATEMENT

“The Shire of Dardanup is a healthy, self-sufficient and sustainable community, that is connected and inclusive, and where our culture and innovation are celebrated.”

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**Members of Integrated Planning Committee**

-Cr T Gardiner  
-Cr S Gillespie  
-Cr B Farrant  
-Cr K Laurentsch  
-Cr R Trevathan  
-Cr L Davies  
-Cr M Hutchinson  
-Cr T Jenour  
-Cr A Webster

**Terms of Reference**

The Terms of Reference for this Committee are located in the Tardis records system – refer to the following link:  
[2025 - ToR - Integrated Planning Committee](#)

## COUNCIL ROLE

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.
Executive/Strategic	The substantial direction setting and oversight role of the Council e.g. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative	Includes adopting local laws, town planning schemes and policies.
Review	When Council reviews decisions made by Officers.
Quasi-Judicial	When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.

Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g.: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

## DISCLAIMER

“Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request.”

## RISK ASSESSMENT

Inherent Risk	The level of risk in place in order to achieve the objectives of the Council and before actions are taken to alter the risk's impact or likelihood.
Residual Risk	The remaining level of risk following the development and implementation of Council's response.
Strategic Context	These risks are associated with achieving Council's long term objectives.
Operational Context	These risks are associated with the day-to-day activities of the Council.
Project Context	Project risk has two main components: <ul style="list-style-type: none"> <li>• Direct refers to the risks that may arise as a result of project, which may prevent the Council from meeting its objectives.</li> <li>• Indirect refers to the risks which threaten the delivery of project outcomes.</li> </ul>

**RISK CATEGORY CONSEQUENCE TABLE - GUIDELINE**

Rating (Level)	Health	Financial Impact	Service Interruption	Legal and Compliance	Reputational	Environmental	Property
<b>Insignificant (1)</b>	Near miss Minor first aid injuries	Less than \$10,000	No material service interruption - backlog cleared < 6 hours	<b>Compliance</b> - No noticeable regulatory or statutory impact. <b>Legal</b> - Threat of litigation requiring small compensation. <b>Contract</b> - No effect on contract performance.	Unsubstantiated, low impact, low profile or 'no news' item. <b>Example:</b> Gossip, Facebook item seen by limited persons.	Contained, reversible impact managed by on site response.	Inconsequential or no damage.
<b>Minor (2)</b>	Medical type injuries	\$10,001 - \$50,000	Short term temporary interruption – backlog cleared < 1 day	<b>Compliance</b> - Some temporary non compliances. <b>Legal</b> - Single minor litigation. <b>Contract</b> - Results in meeting between two parties in which one party expresses concern.	Substantiated, low impact, low news item. <b>Example:</b> Local paper / Industry news article, Facebook item seen by multiple groups.	Contained, reversible impact managed by internal response.	Localised damage rectified by routine internal procedures.
<b>Moderate (3)</b>	Lost time injury <30 days	\$50,001 - \$300,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	<b>Compliance</b> - Short term non-compliance but with significant regulatory requirements imposed. <b>Legal</b> - Single moderate litigation or numerous minor litigations. <b>Contract</b> - Receive verbal advice that, if breaches continue, a default notice may be issued.	Substantiated, public embarrassment, moderate impact, moderate news profile. <b>Example:</b> State-wide paper, TV News story.	Contained, reversible impact managed by external agencies.	Localised damage requiring external resources to rectify.
<b>Major (4)</b>	Long-term disability/ multiple injuries Lost time injury >30 days	\$300,001 - \$1.5 million	Prolonged interruption of services – additional resources; performance affected < 1 month	<b>Compliance</b> - Non-compliance results in termination of services or imposed penalties. <b>Legal</b> - Single major litigation or numerous moderate litigations. <b>Contract</b> - Receive/issue written notice threatening termination if not rectified.	Substantiated, public embarrassment, high impact, high news profile, third party actions. <b>Example:</b> Australia wide news stories. Regulatory / Political commentary involvement.	Uncontained, reversible impact managed by a coordinated response from external agencies.	Significant damage requiring internal & external resources to rectify.
<b>Catastrophic (5)</b>	Fatality, permanent disability	More than \$1.5 million	Indeterminate prolonged interruption of services – non-performance > 1 month	<b>Compliance</b> - Non-compliance results in litigation, criminal charges or significant damages or penalties. <b>Legal</b> - Numerous major litigations. <b>Contract</b> - Termination of contract for default.	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions. <b>Example:</b> Worldwide news, Focused articles (e.g. 60 minutes). Regulatory / Political oversight and involvement.	Uncontained, irreversible impact.	Extensive damage requiring prolonged period of restitution. Complete loss of plant, equipment & building.

**RISK - LIKELIHOOD TABLE**

LEVEL	RATING	DESCRIPTION	FREQUENCY
5	<b>Almost Certain</b>	The event is expected to occur in most circumstances	The event is expected to occur more than once per year
4	<b>Likely</b>	The event will probably occur in most circumstances	The event will probably occur at least once per year
3	<b>Possible</b>	The event should occur at some time	The event should occur at least once in 3 years
2	<b>Unlikely</b>	The event could occur at some time	The event could occur at least once in 10 years
1	<b>Rare</b>	The event may only occur in exceptional circumstances	The event is not expected to occur more than once in 15 years

**LEVEL OF RISK GUIDE**

CONSEQUENCE		Insignificant	Minor	Moderate	Major	Catastrophic
LIKELIHOOD		1	2	3	4	5
Almost Certain	5	Moderate (5)	Moderate (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	Moderate (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

**SHIRE OF DARDANUP****AGENDA FOR THE SHIRE OF DARDANUP INTEGRATED PLANNING COMMITTEE MEETING TO BE HELD ON WEDNESDAY, 15<sup>TH</sup> APRIL 2026, AT SHIRE OF DARDANUP - ADMINISTRATION CENTRE EATON, COMMENCING AT 10.00AM.****1 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS**

The Presiding Officer, Mr André Schönfeldt to declare the meeting open, welcome those in attendance and refer to the Disclaimer, Acknowledgement of Country, Emergency Procedure and the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers

*Acknowledgement of Country*

*The Shire of Dardanup wishes to acknowledge that this meeting is being held on the traditional lands of the Noongar people. In doing this, we recognise and respect their continuing culture and the contribution they make to the life of this region and pay our respects to their elders, past, present and emerging. The Shire of Dardanup also respects and celebrates all cultures of all our residents and those visitors to our Shire.*

*Affirmation of Civic Duty and Responsibility*

*Councillors and Officers of the Shire of Dardanup collectively declare that we will duly, faithfully, honestly and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgement and ability. We will observe the Shire's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.*

*Committee members acknowledge that only the Chief Executive Officer or a member of the Shire of Dardanup staff appointed by the Chief Executive Officer is to have contact with consultants and suppliers that are appointed under contract to undertake the development and implementation of projects.*

*The exception to this Policy is when there is a meeting of the committee or working group with the consultant and the Chief Executive Officer or the Chief Executive Officer's representative is present.*

*Members of committees acknowledge that a breach of this Policy may result in a request to Council to have them removed from the committee.*

*Emergency Procedure*

*In the event of an emergency, please follow the instructions of the Chairperson who will direct you to the safest exit route. Once outside, please proceed to the muster point located at the front of the building where we will meet (and complete a roll call).*

**2 RECORD OF ATTENDANCE/APOLOGIES**2.1 Attendance2.2 Apologies**3 PRESENTATIONS**

None.

**4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**Minutes - Integrated Planning Committee - March 2026**OFFICER RECOMMENDED RESOLUTION**

**THAT the Minutes of the Integrated Planning Committee Meeting held on 11<sup>th</sup> March 2026, be confirmed as true and correct subject to no/the following corrections:**

**5 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED**5.1 Workforce Plan - 2026/2027 – 2035/36

It is recommended that the Integrated Planning Committee go Behind Closed Doors toward the end of the meeting in accordance with Shire of Dardanup Standing Orders & Local Government Act 1995 Section 5.23 (2) - Matters for Which Meeting May Be Closed.

Standing Order and the Local Government Act 1995 provides for Council to resolve to close the meeting to the public and proceed behind closed doors for matters:

- S 5.23 (1) Subject to subsection (2), the following are to be open to members of the public-*
- (a) all Council meetings; and*
  - (b) all meetings of any committee to which a local government power or duty has been delegated.*
- (2) If a meeting is being held by a Council or by a committee referred to in subsection (1) (b), the Council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following -*
- (a) a matter affecting an employee or employees;*
  - (b) the personal affairs of any person;*
  - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*
  - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;*
  - (e) a matter that if disclosed, would reveal -*
    - (i) a trade secret;*
    - (ii) information that has a commercial value to a person; or*
    - (iii) information about the business, professional, commercial or financial affairs of a person,*  
*where the trade secret or information is held by, or is about, a person other than the local government;*
  - (f) a matter that if disclosed, could be reasonably expected to -*
    - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;*
    - (ii) endanger the security of the local government's property; or*
    - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;*
  - (g) information which is the subject of a direction given under section 23 (1a) of the Parliamentary Commissioner Act 1971; and*
  - (h) such other matters as may be prescribed.*
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.*

*Note: The meeting would go behind closed doors toward the end of the meeting to discuss S.5.23 section (2)(a) a matter affecting an employee or employees.*

## **6 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

None.

## **7 DECLARATION OF INTEREST**

“Committee Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.”

Key Management Personnel (which includes Elected Members, CEO and Directors) are reminded of their requirement to disclose biannually transactions between Council and related parties in accordance with Council Policy CP039.

*Note: Chairperson to ask Councillors and Staff if there are any Declarations of Interest to be declared*

**8      REPORTS OF OFFICERS**

**8.1    Infrastructure Plant & Vehicle Asset Management Plan 2026/27 – 2035/36**

<b>Reporting Department</b>	<i>Infrastructure Directorate</i>
<b>Responsible Officer</b>	<i>Mrs Natalie Hopkins – Director Corporate &amp; Governance</i>
<b>Reporting Officer</b>	<i>Mr Theo Naudé - Director Infrastructure</i> <i>Mr André van der Merwe - Manager Operations</i>
<b>Legislation</b>	<i>Local Government Act 1995</i>
<b>Council Role</b>	<i>Executive/Strategic</i>
<b>Voting Requirement</b>	<i>Simple Majority.</i>
<b>Attachments</b>	<i>IPC: 8.1A – Infrastructure Plant &amp; Vehicle Asset Management Plan 2026/27 – 2035/36</i> <i>IPC: 8.1B - Risk Assessment</i>

**Overview**

The Committee is requested to consider and endorse the Annual Transfer to Reserve for the Infrastructure Plant and Vehicle Asset Management Plan 2026/27 - 2035/36 (PVAMP), together with the Infrastructure Plant & Vehicle Asset Management Plan and Vehicle Replacement Program 2026/27 - 2035/36, which has been updated as part of the annual review of the Long Term Financial Plan and Corporate Business Plan.

**OFFICER RECOMMENDATION**

**THAT the Integrated Planning Committee recommends that Council:**

- Adopts the following Annual Transfers to the Plant and Engineering Equipment Reserve for the delivery of the Infrastructure Plant and Vehicle 10 Year Replacement Program:**

	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34	34-35	35-36
	<b>Annual Transfer ( x \$1,000)</b>									
2026/2027 Draft LTFP	315	355	355	355	385	410	415	554	673	747

- Endorses the 10 year Infrastructure Plant and Vehicle Asset Management Plan 2026/27 - 2035/36 acquisition and replacement program (Appendix IPC: 8.6A).**

**Change to Officer Recommendation**

No Change. **OR:**

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

## Background

The Infrastructure Plant & Vehicle Asset Management Plan is reviewed on an annual basis to provide a structured approach towards the replacement program for the Shire's Infrastructure plant and vehicles. Replacement of Councils existing vehicle fleet – vehicles replaced at the optimal point in their serviceable life, the triggers being as adopted by Council in Policy Infr CP048 – Plant & Vehicle Acquisitions and Disposal Policy as follows:

Type	Replacement Triggers (whichever occurs first)		
	Age (years)	Odometer Reading (km)	Hour Meter Reading (hours)
Grader	10	-	8,000
Loader	8	-	8,000
Truck - Light	6	150,000	-
Truck - Medium	8	200,000	-
Ride on Mower	5	-	2,000
Tractor	8	-	5,000
Trailer - Heavy	15	-	-
Trailer - Light	10	-	-
Quad Bike	5	-	-
Backhoe Loader	7	-	5,000
Skid Steer loader	5	-	5,000
Road sweeper	8	-	8,000
Attachments	To be considered for changeover at time of the changeover of the corresponding plant/vehicle.		

## Legal Implications

Local governments are required by legislation to adopt an integrated strategic planning approach to financial management.

*Local Government (Administration) Regulations 1996*

*19DA. Corporate business plans, requirements for (Act s. 5.56)*

- (3) *A corporate business plan for a district is to —*
- (a) *set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and*
  - (b) *govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and*
  - (c) *develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.*

## Council Plan

13.1 - Adopt best practice governance.

14.2 - Ensure equitable, inclusive and transparent engagement and decision- making.

**Environment** - None.

**Precedents**

Council reviews and adopts the 10 Year Program annually and the PVAMP as and when amendments are made.

**Budget Implications**

The information contained in the 10 Year Program will be used annually to develop Council’s Long Term Financial Plan, Corporate Business Plan and Annual Budget.

The following tables from the Infrastructure Plant & Vehicle 10 Year Asset Management Plan are provided with the agenda and indicate the projected expenditure and income for the next ten years (Appendix IPC: 8.6A):

- Plant Expenditure Summary;
- Plant Revenue Summary; and
- Plant Reserve Fund Balance.

Annual Transfer ( x \$1,000)	Current Year 25/26	26/27	27/28	28/29	29/30	30/31	31/32	32/33	33/34	34/35	35/36
Expenditure	852	1207	499	611	126	572	729	331	932	279	1023
Sales Revenue	224	425	160	208	17	162	227	96	183	76	366
Reserve Fund Balance	585	129	140	86	326	302	211	390	198	664	767

A complete copy of the Infrastructure Plant & Vehicle 10 Year Asset Management Plan is attached (Appendix IPC: 8.1A);

The following shows the proposed annual transfer compared to the previous year adopted amounts.

	Current Year 25/26	26/27	27/28	28/29	29/30	30/31	31/32	32/33	33/34	34/35	35/36
Annual Transfer ( x \$1,000)											
2025/2026 LTFP	276	315	355	355	355	385	410	415	553	673	
Draft 2026/2027 LTFP		315	355	355	355	385	410	415	554	673	747

**Budget – Whole of Life Cost**

The purpose of the Plant & Vehicle 10 Year Program is to plan for the acquisition of new and the replacement of existing plant and vehicles. The triggers adopted by Council aim to minimise the overall life cycle cost of the Council’s plant and vehicle fleet.

**Council Policy Compliance**

Replacement triggers used in the 10 Year Program are in accordance with Policy Infr CP048– Plant & Vehicle Acquisition and Disposal Policy.

Council Policy CnG CP018 – Corporate Business Plan & Long Term Financial Plan outlines the objective and requirements to enable the annual budget to be adopted by the end of June each year. This incorporates the annual review and updating of Asset Management Plans.

**Risk Assessment**

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix IPC: 8.1B) for full assessment document.

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Report Title	Infrastructure Plant & Vehicle Asset Management Plan 2026/27 – 2035/36
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	<p>Financial Risk that assets are not renewed at the right point in the asset life cycle – increased repairs costs, downtime.</p> <p>Financial Risk that assets are not acquired to meet demand or needs of the Shire.</p> <p>Service Interruption Risk that assets are not renewed at the right point in the asset life cycle – increased repairs costs, downtime.</p> <p>Reputational Risk that customer levels of service are reduced or are not maintained to meet public expectation.</p>

**Officer Comment**

The replacement of existing plant and vehicles has been scheduled in accordance with Council Policy Infr CP048 – Plant & Vehicle Acquisition and Disposal Policy. This policy was established to ensure the Shire’s fleet is renewed at the optimal point in each asset’s lifecycle, balancing whole-of-life cost efficiency with serviceability requirements for each class of plant and vehicle.

An internal review of the Operations team’s plant, equipment, and resourcing needs identified that, with the shift in focus from construction activities to maintenance operations, the need for the current fleet configuration to be rationalised. As a result, it was determined that maintaining two graders is no longer necessary. Both graders will therefore be sold in FY 2026/27, with only one to be replaced.

Further adjustments to the fleet include the sale of the backhoe and 1.8-tonne excavator, to be replaced with a track loader (bobcat) and a slightly larger 3-tonne excavator respectively. The offset

mower will also be replaced with a more efficient and fit-for-purpose slasher attachment for the new track loader. In addition, a minor expansion of the Parks and Environment light vehicle fleet is proposed through the addition of a single-cab utility. These changes are reflected in the Infrastructure Plant and Vehicle Asset Management Plan 2026/27.

The sale of the grader, backhoe and offset mower will allow \$151,704 to be transferred back into the Plant & Engineering Equipment Reserve, reducing the required transfer from the Reserve in 2026/27.

Plant and equipment requirements will continue to be reviewed and rationalised in the next financial year based on operational needs.

Officers therefore recommend that the Integrated Planning Committee endorse the annual Transfer to Reserve for the Plant & Vehicle Replacement Program within the PVAMP, along with the Infrastructure Plant & Vehicle 10-Year Asset Management Plan.

END REPORT

## 8.2 Community Budget Requests - 2026/2027

<b>Reporting Department</b>	<i>Corporate &amp; Governance Directorate</i>
<b>Responsible Officer</b>	<i>Mrs Natalie Hopkins – Director Corporate &amp; Governance</i>
<b>Reporting Officer</b>	<i>Mrs Natalie Hopkins – Director Corporate &amp; Governance</i>
<b>Legislation</b>	<i>Local Government (Financial Management) Regulations 1996</i>
<b>Council Role</b>	<i>Executive/Strategic.</i>
<b>Voting Requirement</b>	<i>Simple Majority.</i>
<b>Attachments</b>	<i>IPC: 8.2A - Community Budget Requests 2026/27 IPC: 8.2B – Risk Assessment Tool</i>

### **Overview**

This report summarises the 2026/27 community budget requests received from community groups and members for Council consideration as part of the development of the draft 2026/27 Long Term Financial Plan (LTFP) and 2026/27 Annual Budget process.

### **OFFICER RECOMMENDATION**

**THAT the Integrated Planning Committee recommends that Council:**

- 1. Support investigation and costs into a Waterwise Verge Program;**
- 2. Support investigation and costs of Picnic Tables at Watson Reserve into the future 2027/28 Open Spaces Program of Works;**
- 3. Support to increase the Dardanup Australia Day Breakfast (Dardanup Lions) contribution to \$4,200 in the 26/27 LTFP;**
- 4. Supports, in principle, the Chief Executive Officer to investigate the condition of the affected roads in Dardanup West and consider their inclusion as maintenance requests or within a future Program of Works;**
- 5. Does not support a contribution of \$10,000, and for the Chief Executive Officer to advise FAWNA Inc to consider applying for the 26/27 Community Grants Scheme for Project/s eg running a community awareness program;**
- 6. Does not support the request for a new PA System at Wells Club Rooms of \$9,026 in 26/27, but to be considered in the future Buildings Program of Works;**
- 7. Supports an increase the Dardanup & Districts Residents Association annual contribution to \$1,350 in the 26/27 LTFP;**
- 8. Does not support Ferguson Valley Marketing Inc Website Redevelopment of \$34,000;**
- 9. Does not Support Ferguson Valley Marketing Inc request to increase the Operational Grant to \$41,000, and retains the contribution at \$23,500 within the 2026/27 LTFP;**

**10. Does not Support Ferguson Valley Marketing Inc request to increase the Lost and Found Festival contribution to \$40,000, and retains the contribution at \$20,000 within the 2026/27 LTFP;**

**11. Continues to financially support the following tourism groups, events and partnerships in the 2026/27 Annual Budget and 2026/27 – 2035/36 Long Term Financial Plan:**

	2026/27	2027/28	2028/29	2029/30
<b>Ferguson Valley Marketing Inc – Operational Grant</b> (plus up to \$6,000 operational costs which are now included in the lease and paid for by Council)	\$23,500	\$24,205	\$24,931	\$25,679
<b>Tourism &amp; Events Grants –</b> Tourism & Events Grants - 25/26 = \$45,000 Fully Allocated (Contestable Grant on application for remaining funds after committed support for **Bull & Barrel Festival \$10,500; Eaton Foreshore Festival \$3,000; and Dardanup Arts Spectacular \$11,500 - CP044 Res:208-22) Lost & Found Event support \$15,000+\$5,000 in 24/25 Res:84-24	\$45,000	\$45,000	\$45,000	\$46,350
<b>Bunbury Geographe Tourism Partnership</b>	\$20,000	\$20,000	\$20,000	\$20,600
<b>TOTAL</b>	<b>\$88,500</b>	<b>\$89,205</b>	<b>\$89,931</b>	<b>\$92,629</b>

**12. Supports, in principle, the Chief Executive Officer to investigate cost estimates for air-conditioning and a dishwasher at the Dardanup Hall and report back to Council.**

***Change to Officer Recommendation***

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommended Resolution:

## **Background**

Under Section 6.2 of the *Local Government Act 1995*, Council is required to prepare and adopt an Annual Budget each year. Part of Council's process includes considering budget submissions from Community Groups to the Chief Executive Officer, which are to be received no later than 31<sup>st</sup> March each year (refer *Council Policy CnG CP018 – Corporate Business Plan & Long Term Financial Plan*).

Council advertised on its website, social media and in the South Western Times on the 29<sup>th</sup> January 2026 seeking submissions from community and not-for-profit community groups for the 2026/27 Budget closing on 13<sup>th</sup> February 2026. Council received eleven (11) individual Community Budget Requests which are included in the Officer Comments section of this report.

## **Legal Implications**

*Local Government Act 1995*

*Local Government (Financial Management) 1996*

Section 6.2 (4) of the *Local Government Act 1995* states:

6.2. *Local government to prepare annual budget*

(4) *The annual budget is to incorporate —*

(a) *particulars of the estimated expenditure proposed to be incurred by the local government;*

Part 2, Regulation 5 (1) (g) of the *Local Government (Financial Management) 1996* Regulation states:

5. *CEO's duties as to financial management*

(1) *Efficient systems and procedures are to be established by the CEO of a local government —*

(g) *to assist in the preparation of budgets, budget reviews, accounts and reports required by the Act or these regulations.*

## **Council Plan**

13.1 - Adopt best practice governance.

13.2 - Manage the Shire's resources responsibly.

**Environment** - None.

## **Precedents**

Each year as part of the budget and Long Term Financial Plan (LTFP) development process Councillors, community and staff are provided the opportunity to put forward budget requests for consideration. The 2026/27 budget and Long Term Financial Plan adopted by Council included specific allocations to community groups.

## **Budget Implications**

Any approved Community Budget requests will be included in Council's four-year 2026/27 – 2029/30 Corporate Business Plan, and the 2026/27 Annual Budget.

Council's adopted Long Term Financial Plan includes the following contributions relating to tourism, and tourism related festivals, events and activities (excludes community, arts and cultural development programs and Australia Day events):

	2026/27	2027/28	2028/29	2029/30
<b>Ferguson Valley Marketing Inc – Operational Grant</b> (plus up to \$6,000 operational costs which are now included in the lease and paid for by Council)	\$23,500	\$24,205	\$24,931	\$25,679
<b>Tourism &amp; Events Grants –</b> Tourism & Events Grants - 25/26 = \$45,000 Fully Allocated (Contestable Grant on application for remaining funds after committed support for **Bull & Barrel Festival \$10,500; Eaton Foreshore Festival \$3,000; and Dardanup Arts Spectacular \$11,500 - CP044 Res:208-22) Lost & Found Event support \$15,000+\$5,000 in 24/25 Res:84-24	\$45,000	\$45,000	\$45,000	\$46,350
<b>Bunbury Geographe Tourism Partnership</b>	\$20,000	\$20,000	\$20,000	\$20,600
<b>TOTAL</b>	<b>\$88,500</b>	<b>\$89,205</b>	<b>\$89,931</b>	<b>\$92,629</b>

As per the table in the Background section of this report, if Council supports any or all of the budget requests, an additional income may need to be obtained in 2026/27 through increased rates, other revenue sources, or through a reduction in other expenditure areas. *Expenditure endorsed in this report will then be updated into the draft 2026/27 Long Term Financial Plan.*

**Budget – Whole of Life Cost**

The Ferguson Valley Marketing Inc (FVM) group has received financial support from Council for many years. Based on the success of the FVM in growing membership and attracting grants from other agencies and sources, other requests may be forthcoming from the Board in the future.

A number of the budget requests relate to capital works and assets, which will require ongoing maintenance and eventual replacement in future years. This capital acquisition, maintenance and renewal has no budget funding allocated in the LTFP or 26/27 draft Budget.

**Council Policy Compliance**

The budget is based on the principles contained in the Strategic Community Plan and Corporate Business Plan. *Policy CnG CP018 – Corporate Business Plan & Long Term Financial Plan* applies.

*Policy Exec CP011 Tourism Policy* recognises and provides support to Ferguson Valley Marketing Inc.

**Risk Assessment**

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix IPC: 8.2B) for full assessment document.

<b>Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.</b>	
Report Title	Community Budget Requests 2026/27
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Financial Community Budget requests form part of the Annual Budget Process.

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
	Reputational	Shire brand can be impacted if Community requests are not provided
	Legal & Compliance	Failure to comply with Council policy <i>CP 018 – Corporate Business Plan &amp; Long Term Financial Plan</i> could result in non-compliance

**Officer Comment**

Full details of the Community Budget Request submissions received for the 26/27 are contained within the appendices of this report (Appendix IPC: 8.2A).

### 8.3 Events, Programs and Donations – 2026/2027

<b>Reporting Department</b>	Community & Economic Development Directorate
<b>Responsible Officer</b>	Mr Craig Johnson – Director Community & Economic Development
<b>Reporting Officer</b>	Ms Melanie Ring - Manager Community Development
<b>Legislation</b>	Local Government Act 1995
<b>Council Role</b>	Executive/Strategic.
<b>Voting Requirement</b>	Simple Majority.
<b>Attachments</b>	IPC: 8.3A – Risk Assessment IPC: 8.3B - SDev CP044 – Community & Event Grants Policy

#### **Overview**

This report summarises the Events and Activities program proposed for the 2026/27 budget.

The Integrated Planning Committee is tasked with considering this program and recommending the inclusion of endorsed items in the 2026/27 budget and Long-Term Financial Plan.

#### **OFFICER RECOMMENDATION**

**THAT the Integrated Planning Committee recommends that Council endorses the following 2026/27 Community Events, Library Programs and Donations and allocate funds within the 2026/27 Annual Budget and Long-Term Financial Plan for these activities:**

SynergySoft Ref GL or Job #	Event or Program	2026/27 Proposed Budget: Expenditure	2026/27 Proposed Budget: Revenue
AD14012	Personal Development Grants	\$4,000	
AD14012	Seniors Christmas Dinner (Burekup \$1,250 & Dardanup \$2,000)	\$3,250	
AD14012	Crooked Brook Forest Assoc	\$1,000	
AD14012	Eaton Lions Club Christmas Hampers	\$1,000	
AD14012	Dardanup & District Times	\$1,100	
AD14012	Eaton Community Hive (Contribution to Eaton Child Health Clinic Operating Costs)	\$9,000	
AD14012	InTown Centre support of \$2,500 (Assumed Ongoing Level of Support)	\$2,500	
AD14012	Dardanup & District Residents Association (Traffic Management for ANZAC Day service)	\$2,100	
AD14012	Sundry Community Donations	\$1,500	
EV11902	Public Art Projects	\$10,000	
EV11903	Donation – City of Bunbury for Regional Event (Skyfest Australia Day)	\$5,500	
EV11906	Australia Day Breakfast – Eaton*	\$10,534	\$5,000 Grant
EV11907	Australia Day Breakfast – Burekup*	\$1,416	\$3,500 Grant
EV11908	Australia Day Breakfast – Dardanup*	\$3,398	\$1,500 Grant
AD14012	Annual School Awards	\$1,350	
AD14012	School Chaplaincy	\$6,870	

SynergySoft Ref GL or Job #	Event or Program	2026/27 Proposed Budget: Expenditure	2026/27 Proposed Budget: Revenue
ED08712	Youth Development Programs (CR 318-20)	\$5,000	
ED08714	Minor/Community Event Assistance	\$10,000	
EV11925	Community and Club Capacity Building Workshops & Activities	\$3,000	
ED08713	School Holiday Workshops & Activities	\$4,500	
ED08720	Programs - Cyber Security Awareness Support for Vulnerable Groups	\$2,308	\$2,308 Grant
EV11909	Citizenship Ceremonies	\$2,000	
EV11921	Community Events – Seniors Workshop & Activities	\$3,000	
EV11922	Community Events – Youth Workshops & Activities	\$2,500	
EV11923	Creative Workshops	\$1,500	
LP11913	Library Programs <ul style="list-style-type: none"> <li>• Early Learning</li> <li>• Children and Youth</li> <li>• Adult Programming</li> <li>• Authors &amp; Events</li> </ul>	\$33,000	
EV11927	Place-making Activities, Programs & Engagement <ul style="list-style-type: none"> <li>• Community Programs &amp; Workshops</li> <li>• Place Activation Initiatives</li> </ul>	\$25,000	
EV11929	Events & Festivals – Summer Events Series	\$30,000	
EV11930	Events & Festivals - Youth Events	\$5,000	
EV11932	Events & Festivals – Seniors Celebration Day	\$3,000	
EV11933	Events & Festivals - Spring Out Festival	\$39,000	Grant & Sponsorship \$29,000
AD14024	Donation – Bunbury Regional Entertainment Centre	\$15,000	
AD14024	Community Grants Scheme*	\$29,000	
AD14017	South West Academy of Sports	\$5,100	
<b>TOTAL</b>		<b>\$282,426</b>	<b>\$41,308</b>

\* = CPI Increase of 3.25%

### **Change to Officer Recommendation**

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommended Resolution:

## **Background**

Under Section 6.2 of the *Local Government Act 1995*, Council is required to prepare and adopt an Annual Budget each year.

In an effort to provide greater information and transparency to Council in allocating funds towards community events, programs and donations, a report has been developed which provides an overview of all of proposed events, programs and donations that will be implemented by Council staff.

The events and programs are derived to meet the actions set-out in the Place and Community Plan 2020-2030.

## **Legal Implications**

*Local Government Act 1995*

*Local Government (Financial Management) 1996*

Section 6.2 (4) of the *Local Government Act 1995* states:

6.2. *Local government to prepare annual budget*

(4) *The annual budget is to incorporate —*

(a) *particulars of the estimated expenditure proposed to be incurred by the local government;*

Part 2, Regulation 5 (1) (g) of the *Local Government (Financial Management) 1996* Regulation states:

5. *CEO's duties as to financial management*

(1) *Efficient systems and procedures are to be established by the CEO of a local government —*

(g) *to assist in the preparation of budgets, budget reviews, accounts and reports required by the Act or these regulations.*

## **Council Plan**

13.1 - Adopt best practice governance.

13.2 - Manage the Shire's resources responsibly.

**Environment** - None.

## **Precedents**

Each year as part of the budget / LTFP development process, Councillors are provided the opportunity to consider and endorse the proposed community events, programs and donations proposed for the future budget year. Many of the community events, programs and donations has been running annually for a number of years.

## **Budget Implications**

This agenda report itemises community, arts and cultural development events and programs and donations that are proposed to be included in the Council's four-year Corporate Business Plan, and the 2026/27 Annual Budget.

GL or Job #	Event or Program	2025/26 Actual Budget: Expenditure	2026/27 Proposed Budget: Expenditure	2026/27 Proposed Budget: Revenue
AD14012	Personal Development Grants	\$4,000	\$4,000	
AD14012	Seniors Christmas Dinner (Eaton \$1,500, Burekup \$1,250, Dardanup \$2,000)	\$3,250	\$3,250	
AD14012	Crooked Brook Forrest Assoc	\$1,000	\$1,000	
AD14012	Eaton Lions Club Christmas Hampers	\$1,000	\$1,000	
AD14012	Dardanup & District Times	\$1,100	\$1,100	
AD14012	Eaton Family Centre (Contribution to Eaton Child Health Clinic Operating Costs)	\$9,000	\$9,000	
AD14012	In-town Centre support of \$2,500 - Assumed Ongoing Level of Support	\$2,500	\$2,500	
AD14012	Glen Huon Primary School P&C - Breakfast Club	\$3,605	\$0	
AD14012	Sundry Community Donations	\$1,500	\$1,500	
AD14012	Dardanup & District Residents Association – Traffic Management for ANZAC Day service	\$2,100	\$2,100	
EV11902	Public Art Projects	\$5,000	\$10,000	
EV11903	Donation – City of Bunbury for Regional Events – Skyfest Australia Day	\$5,500	\$5,500	
EV11905	SW Group Affiliated Agricultural Associations	\$0	\$0	
EV11906	Australia Day Breakfast – Eaton*	\$10,202	\$10,534	\$5,000 Grant
EV11907	Australia Day Breakfast – Burekup*	\$1,371	\$1,416	\$3,500 Grant
EV11908	Australia Day Breakfast – Dardanup*	\$3,291	\$3,398	\$1,500 Grant
AD14012	Annual School Awards	\$1,350	\$1,350	
AD14012	School Chaplaincy	\$6,670	\$6,870	
ED08712	Youth Development Programs (CR 318-20)	\$0	\$5,000	
ED08714	Minor/Community Event Assistance	\$10,000	\$10,000	
ED08720	Programs - Cyber Security Awareness Support for Vulnerable Groups	\$1,875	\$2,308	\$2,308 Grant
EV11925	Community and Club Capacity Building Workshops & Activities	\$3,000	\$3,000	
ED08713	School Holiday Workshops & Activities	\$4,500	\$4,500	
EV11909	Citizenship Ceremonies	\$2,000	\$2,000	
EV11921	Community Events - Seniors Workshop & Activities	\$3,000	\$3,000	
EV11922	Community Events - Youth Workshops & Activities	\$2,500	\$2,500	
EV11923	Creative Workshops	\$1,500	\$1,500	
LP11913	Library Programs Early Learning <ul style="list-style-type: none"> <li>• Jo Jingles</li> <li>• Better Beginnings Program</li> </ul> Children and Youth <ul style="list-style-type: none"> <li>• Storytime</li> <li>• School Holidays Program</li> <li>• STEAM Workshops</li> </ul> Adult Programming <ul style="list-style-type: none"> <li>• Skills development workshops</li> </ul>	\$33,000	\$33,000	

GL or Job #	Event or Program	2025/26 Actual Budget: Expenditure	2026/27 Proposed Budget: Expenditure	2026/27 Proposed Budget: Revenue
	<ul style="list-style-type: none"> <li>Technology and digital literacy</li> <li>Inclusive workshops</li> <li>Local and Family History</li> </ul> <b>Authors &amp; Events</b> <ul style="list-style-type: none"> <li>Author visits</li> <li>Children’s book week</li> <li>Summer Reading Challenge</li> </ul>			
EV11927	<b>Place-making activities &amp; Engagement</b> <ul style="list-style-type: none"> <li>Summer Sounds in the Park</li> <li>Outdoor wellness programs</li> <li>Place activation initiatives</li> <li>Night stalks</li> <li>Sustainably Living Workshops</li> </ul>	\$25,000	\$25,000	
EV11929	<b>Events &amp; Festivals - Summer in Your Park Series</b>	\$30,000	\$30,000	
EV11930	<b>Events &amp; Festivals - Youth Events</b>	\$5,000	\$5,000	
EV11932	<b>Events &amp; Festivals - Seniors Celebration Day</b>	\$3,000	\$3,000	
EV11933	<b>Events &amp; Festivals - Spring Out Festival</b>	\$22,000	\$39,000	Grant & Sponsorship \$29,000
AD14024	<b>Donation – Bunbury Regional Entertainment Centre</b>	\$15,000	\$15,000	
AD14024	<b>Community Grants Scheme*</b>	\$28,087	\$29,000	
AD14017	<b>South West Academy of Sports</b>	\$5,100	\$5,100	
<b>TOTAL</b>		<b>\$257,001</b>	<b>\$282,426</b>	<b>\$41,308</b>

\* = CPI Increase of 3.25%

**Budget – Whole of Life Cost**

As no assets are created, there are no whole of life costs to Council.

**Council Policy Compliance**

The budget is based on the principles contained in the Strategic Community Plan and Corporate Business Plan. *Policy CnG CP018 – Corporate Business Plan & Long-Term Financial Plan* applies.

**Risk Assessment**

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix IPC: 8.3A) for full assessment document.

<b>Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.</b>	
Report Title	Events, Programs and Donations - 2026/27
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Financial The proposed 2026/27 Community Services program and the 2026/27 Library programs are a mixture of ongoing events and workshops that are developed in line with the Strategic Community Plan and any changes outside of this plan will have a positive or negative impact on budget.
	Reputational Shire brand can be impacted if community programs and events are not provided for.

### Officer Comment

The proposed 2026/27 Events, Programs and Donations are outlined in the table above. These have been developed through an evaluation of previously delivered programs, events, and donations, together with input received from community consultation. The proposed activities are designed to support the outcomes and actions identified in the Place and Community Plan 2020–2030 (the Plan). The Plan provides strategic direction for priority programs, projects, and initiatives that the Place and Community Team and the Library, in partnership with the community, aims to deliver over the ten-year period, in alignment with the Shire’s Council Plan.

An increase in grant funding revenue and expenditure is anticipated in some areas, based on successful grant applications expected during the 2026/27 financial year. Forecast grant revenue has been reflected in the table above. Should additional grant funding be secured, events and programs may be expanded in scale; however, Council’s budget contribution will not be exceeded.

The following groups and clubs have submitted formal requests to the Director Corporate & Governance for consideration at this Integrated Planning Committee meeting (*refer to Item 8.2 Community Budget Requests*), seeking an increase to their Council contribution for the 2026/27 financial year.

Requests as below:

	Club/Group	2025/26 Contribution (\$)	Request 2026/2027 (\$)
AD14012	Dardanup District Times (Dardanup & Districts Residents Association)	\$1,100	\$1,350
EV11908	Australia Day Breakfast - Dardanup Dardanup Lions	\$3,291	\$4,200

It is noted that three (3) contributions previously funded by Council have been removed from the proposed 2026/27 budget due to a change in circumstances. As below:

	Description of Contribution	Reason for not continuing financial contribution
EV11905	SW Group Affiliated Agricultural Associations 2025/26 Contribution: \$250.00	The group no longer participates in the Royal Show for which the funding was previously used. As a result, financial contribution is no longer required.
AD14012	Glen Huon Primary School P&C - Breakfast Club 2025/26 Contribution: \$3,605.00	The Glen Huon Primary School P&C Association no longer operates the Breakfast Club program. In accordance with Council Policy SDEV CP044 – Community & Event Grants (Appendix ORD 8.3B), Glen Huon Primary School is ineligible to

		receive funding for the breakfast program, as the school (not the P&C Association) falls under the Department of Education and is classified as a State or Commonwealth Government Department or Agency which are ineligible for funding.
AD14012	Seniors Christmas Dinner Eaton (\$1,500) <i>No contribution paid in 2025/26.</i>	The Seniors Christmas Lunch was previously organised by Millbridge Lions; however, following the disbandment of the group, there was insufficient volunteer capacity to continue delivery of the event.

END REPORT

8.4 Councillor and Staff Budget Requests 2026/27

<b>Reporting Department</b>	<i>Corporate &amp; Governance Directorate</i>
<b>Responsible Officer</b>	<i>Mrs Natalie Hopkins – Director Corporate &amp; Governance</i>
<b>Reporting Officer</b>	<i>Mrs Natalie Hopkins – Director Corporate &amp; Governance</i>
<b>Legislation</b>	<i>Local Government (Financial Management) Regulations 1996</i>
<b>Council Role</b>	<i>Executive/Strategic.</i>
<b>Voting Requirement</b>	<i>Simple Majority.</i>
<b>Attachments</b>	<i>IPC: 8.4 – Risk Assessment</i>

**Overview**

This report summarises the budget requests for the 2026/27 financial year received from Elected Members and staff. The Integrated Planning Committee is responsible for reviewing these requests and recommending which items should be included in the 2026/27 Annual Budget and the 2026/27–2035/36 Long Term Financial Plan (LTFP).

**OFFICER RECOMMENDATION**

**THAT the Integrated Planning Committee recommends that Council endorses the following projects be included for consideration in the LTFP, Draft Corporate Business Plan and 2026/27 Annual Budget:**

- 1. Councillor Budget Requests:**
  - a. ....
- 2. Staff Budget Requests:**
  - a. ....
  - b. ....

**Change to Officer Recommendation**

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommended Resolution:

## **Background**

Each year as part of the annual budget development process, elected members, community members and staff are invited to put forward requests for consideration in the draft budget. The requests are considered well before the budget is drafted, to avoid any late changes which may cause delays in the annual budget adoption process.

Requests from elected members, community members and staff were received up to 13<sup>th</sup> February 2026. Community budget requests are considered as part of a separate Integrated Planning Committee Agenda report. The elected member requests, and staff requests endorsed by the Executive Management Team, are outlined under the section “Budget Implications” below, with the Executive Management Team’s comment and recommendation provided for each item.

## **Legal Implications**

*Local Government Act 1995*

*Local Government (Financial Management) 1996*

Section 6.2 (4) of the *Local Government Act 1995* states:

- 6.2. *Local government to prepare annual budget*
- (4) *The annual budget is to incorporate —*
  - (a) *particulars of the estimated expenditure proposed to be incurred by the local government;*

Part 2, Regulation 5 (1) (g) of the *Local Government (Financial Management) 1996* Regulation states:

- 5. *CEO’s duties as to financial management*
- (1) *Efficient systems and procedures are to be established by the CEO of a local government —*
  - (g) *to assist in the preparation of budgets, budget reviews, accounts and reports required by the Act or these regulations.*

## **Council Plan**

13.1 - Adopt best practice governance.

13.2 - Manage the Shire’s resources responsibly.

**Environment** - None.

## **Precedents**

Each year as part of the Annual Budget and LTFP development process Councillors, Community and Staff are provided the opportunity to put forward budget requests for consideration.

## **Budget Implications**

Please refer to the following tables:

- Table 1 – Councillor Budget Requests; and
- Table 2 – Staff Budget Requests.

**COUNCILLOR BUDGET REQUESTS**

<b>Cr Stacey Gillespie – ONE (1) ITEM REQUESTED</b>
Cr Tyrrell Gardiner – NO ITEMS REQUESTED
Cr Luke Davies – NO ITEMS REQUESTED
Cr Mark Hutchinson – NO ITEMS REQUESTED
Cr Tony Jenour – NO ITEMS REQUESTED
Cr Annette Webster – NO ITEMS REQUESTED
Cr Luke Davies – NO ITEMS REQUESTED
Cr Ruby Trevathan – NO ITEMS REQUESTED
Cr Krystal Laurentsch – NO ITEMS REQUESTED

<b>TABLE 1 – COUNCILLOR BUDGET REQUESTS</b>						
<b>Councillor Name</b>	<b>Budget Request Activity</b>	<b>Budget Item Requested - Detail</b>	<b>Budget Amount \$</b>	<b>CEO / Director Comment</b>	<b>EMT Recommendation</b>	<b>Council Supported Yes / No</b>
Cr Stacey Gillespie	Eaton Recreation Centre Membership for Elected Members	That Elected Members be eligible for Eaton Recreation Centre membership at the same discounted rates that are available to Shire of Dardanup staff.	N/A	*DC&G Advice from the Dept. Local Government (LGIRS) suggest Act relates to Reimbursements, Fees and Allowances.	Not Supported per advice received from Dept. Local Government (LGIRS).	

\*Recent advice from the Department of Local Government (LGIRS) indicates that **reimbursing part of a gym membership for councillors would breach the Act**. However, the Act itself **does not explicitly address discounts**, only **reimbursements, fees, and allowances**, creating a distinction between what is prohibited and what is not clearly defined.

**TABLE 2 – STAFF BUDGET REQUESTS**

TABLE 2 – STAFF BUDGET REQUESTS								
EXECUTIVE								
Council Support Yes / No	Project	Comment	Requested By	Project	Financial Year	Cost	Grant	Net Budget impact 2026/27
	Regional Collaboration – Contribution to iiF26 Conference (27-28 October 2026)	Regional Collaboration - Contribution to iiF26 Conference - 27-28 October 2026. (Correspondence from the South West Development Commission, in partnership with City of Bunbury).  Contribution to IIF Conference (Regional Collaboration Budget) - Innovative Industries of the Future Conference (IIF).	Communications Officer & Chief Executive Officer	AD14004	26/27	\$10,000	\$0	\$10,000
		<b>Total Executive Services Directorate</b>				<b>\$10,000</b>	<b>\$0</b>	<b>\$10,000</b>

DEVELOPMENT SERVICES DIRECTORATE								
Council Support Yes / No	Project	Comment	Requested By	Project	Financial Year	Cost	Grant	Net Budget impact 2025/26
	Business Continuity Response Plan - Exercise	<p>All emergency plans require regular review and evaluation to ensure they are able to deliver effective outcomes. The Business Continuity Response Plan was reviewed in 2024, and endorsed by council in 2025 (OCM resolution 62-25, 26 Mar 25).</p> <p>A specific committee objective of the Audit and Risk Committee is to assess whether a sound and effective approach has been followed in establishing the Shire's Business Continuity planning arrangements (see 5.1.5 of the Committee's terms of reference). This includes whether business continuity and disaster recovery plans have been periodically updated and tested. The Audit and Risk Committee has noted that the Business Continuity Response Plan has not been exercised recently.</p>	Coordinator Community & Ranger Services	N/A	26/27	\$12,000	\$0	\$12,000
	Bushfire Training Allowance	\$500 per brigade ongoing per BFAC Request towards training related purposes.	Coordinator Community & Ranger Services	N/A	26/27	\$4,000	\$0	\$4,000
	Brigade Maintenance (LGGS Ineligible)	Brigade Maintenance (LGGS Ineligible). \$4,000 Local Government property expenses for Building Maintenance not covered in the LGGS.	Coordinator Community & Ranger Services	N/A	26/27	\$5,800	\$0	\$5,800
		<b>Total Sustainable Development Directorate</b>				<b>\$21,800</b>	<b>\$0</b>	<b>\$21,800</b>

INFRASTRUCTURE SERVICES DIRECTORATE								
Council Support Yes / No	Project	Comment	Requested By	Project	Financial Year	Cost	Grant	Net Budget impact 2025/26
	Millbridge Boulevard Tree Roots in Road	While this work could probably be delayed, as the impact on traffic is not too severe, the tree roots will only get bigger and cause more damage, therefore potentially become more costly over time.  If supported – there are funds available in the Road Construction and Major Maintenance Reserve Account.	MP&D DI	N/A	26/27	\$23,500 Reserve Funded if supported	\$0	\$0
	Eaton Drive Tree Planting	This request is for planning of trees in the medium strip of Eaton Drive between Jindalee Way and the Danjoo Korliny Bridge.  If supported – there are funds available in the Parks & Reserves Upgrades Reserve Account.	MP&D DI	N/A	26/27	\$16,000 Reserve Funded if supported	\$0	\$0
	Demolition and Disposal of Bridges	The bridges below were inspected on 15 October 2025 by an engineering consultant and found to be in dilapidated states of disrepair and partial collapse. <ul style="list-style-type: none"> <li>• Bridge 3679 on (ex) Resta Road over Preston River Tributary</li> <li>• Bridge 3684 on Rose Road Brook</li> </ul> If supported – there are funds available in the Road Construction and Major Maintenance Reserve Account.	MA DI	N/A	26/27	\$124,000 Reserve Funded if supported	\$0	\$0
	Pratt Road ACROD Bays and Shelters	A request came to the Shire from the Eaton Senior Citizens for additional ACROD car parking along Pratt Road and also a sheltered rest bench between the rear carpark and the clubrooms.	MP&D DI	N/A	26/27	\$250,000	\$0	\$250,000
	Install Solar System – Dardanup Works Depot	Staff request to have a PV Solar System installed at the Shire Works Depot.	PE DI	N/A	26/27	\$25,000 Reserve Funded if supported	\$0	\$0

**INFRASTRUCTURE SERVICES DIRECTORATE**

Council Support Yes / No	Project	Comment	Requested By	Project	Financial Year	Cost	Grant	Net Budget impact 2025/26
		If supported – there are funds available in the Building Maintenance Reserve Account.						
	Don Hewison Centre - Concrete Skirting Repair	Repair concrete skirting outside of the Don Hewison Centre building.  If supported – there are funds available in the Building Maintenance Reserve Account.	MP&D DI	N/A	26/27	\$7,500 Reserve Funded if supported	\$0	\$0
		<b>Total Infrastructure Services Directorate</b>				<b>\$446,000</b>	<b>\$0</b>	<b>\$250,000</b>

COMMUNITY AND ECONOMIC DEVELOPMENT DIRECTORATE								
Council Support Yes / No	Project	Comment	Requested By	Project	Financial Year	Cost	Grant	Net Budget impact 2025/26
	Eaton Community Library - Shade Sail	Installation of shade sail in the outdoor area of the Eaton Community Library.  If supported – there are funds available in the Building Maintenance Reserve Account.	MCD DC&ED	N/A	26/27	\$10,000 Reserve Funded if supported	\$0	\$0
	Library Book Stock	Request to increase book stock budget expenditure from \$2,000 (\$1,000 Eaton; \$1,000 Dardanup) in LTFP to \$5,000	MCD DC&G	N/A	26/27	\$3,000	\$0	\$3,000
	Eaton Recreation Centre - Redevelopment Project	The Eaton Recreation Centre is facing increasing demand for contemporary, fit-for-purpose community recreation facilities, and the existing infrastructure is nearing the limits of its capacity. To responsibly plan any redevelopment or expansion, Council requires a robust, evidence-based understanding of community needs, facility condition, and the financial and operational implications of investment.  An allocation of \$80,000 is requested to undertake a Needs Analysis, Business Case and Feasibility Study for the proposed Recreation Centre redevelopment and expansion. This work will: <ul style="list-style-type: none"> <li>Identify current and future community needs and service gaps.</li> <li>Test the feasibility of redevelopment options, including staging and cost implications.</li> <li>Develop a business case that aligns with State and Federal funding requirements and supports future grant applications.</li> </ul>	MRC DC&G	N/A	26/27	\$80,000 Reserve Funded if supported	\$0	\$0

COMMUNITY AND ECONOMIC DEVELOPMENT DIRECTORATE								
Council Support Yes / No	Project	Comment	Requested By	Project	Financial Year	Cost	Grant	Net Budget impact 2025/26
		<ul style="list-style-type: none"> <li>• Include a targeted Service Assessment to de-risk the project by improving understanding of existing building services and likely upgrade/replacement costs.</li> </ul> If supported, there are funds available in the Strategic Planning Studies Reserve						
	Make It Space - Operations	Operational funding for the Mick Bennett Make-It Space is essential to ensure the continued delivery of high-quality, innovative and accessible programs that support community learning and creativity.  All grant funding previously received to establish and operate the space has now been fully expended, and ongoing investment is required to maintain and service specialised equipment, ensuring its longevity and providing a safe, reliable environment for public use.  Requested budget increase breakdown: <ul style="list-style-type: none"> <li>• Minor asset purchases: \$5,000</li> <li>• Equipment Maintenance: \$16,000</li> <li>• Facilitators: \$10,000</li> </ul> Consumables: \$3,000	MCD DC&G	N/A	26/27	\$34,000	\$0	\$34,000
		<b>Total Community and Economic Directorate</b>				<b>\$127,000</b>	<b>\$0</b>	<b>\$37,000</b>

CORPORATE AND GOVERNANCE DIRECTORATE								
Council Support Yes / No	Project	Comment	Requested By	Project	Financial Year	Cost	Grant	Net Budget impact 2025/26
	Eaton Sports Pavillion Meeting Room Fit out	<p>Glen Huon Club Rooms - The meeting room at the Eaton Sports Pavilion is currently not equipped to a standard that makes it suitable or attractive for hire.</p> <p>To improve the room’s functionality and increase its hire potential, request is made to the space with equipment:</p> <ul style="list-style-type: none"> <li>• Table &amp; Chairs (up to 12 people)</li> <li>• Wall mounted TV</li> <li>• Small buffet/credenza</li> <li>• Small Fridge &amp; Urn.</li> </ul>	MG DC&G	N/A	26/27	\$8,284	\$0	\$8,284
		<b>Total Corporate &amp; Governance Directorate</b>				<b>\$8,284</b>	<b>\$0</b>	<b>\$8,284</b>

### **Budget – Whole of Life Cost**

Subject to the projects and timeframes, each would be incorporated in future budgets if approved.

### **Council Policy Compliance**

The budget is based on the principles contained in the Strategic Community Plan and Corporate Business Plan. *Policy CnG CP018 – Corporate Business Plan & Long Term Financial Plan* applies. In compliance to the policy, all requests from community groups, elected members and staff to be included in the annual Corporate Business Plan shall be lodged with the Chief Executive Officer no later than the 31 March in each year.

### **Risk Assessment**

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix IPC: 8.4) for full assessment document.

<b>Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.</b>		
Report Title	Councillor and Staff Budget Requests 2026/27	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Financial  Legal and Compliance	Elected Member & Staff Budget requests form part of the Annual Budget Process  Failure to comply with Council policy <i>CP 018 – Corporate Business Plan &amp; Long Term Financial Plan</i> could result in non-compliance

### **Officer Comment**

Whilst the draft 2026/27-2035/36 LTFP is not yet finalised, endorsed decisions from the Councillor and Staff Budget Requests will be updated into the Plan. Please refer to the Executive Management Team comments provided above.

END REPORT

## 8.5 Elected Members Fees, Expenses and Allowances - 2026/27

<b>Reporting Department</b>	<i>Corporate &amp; Governance Directorate</i>
<b>Responsible Officer</b>	<i>Mrs Natalie Hopkins – Director Corporate and Governance</i>
<b>Reporting Officer</b>	<i>Mrs Natalie Hopkins – Director Corporate and Governance</i>
<b>Legislation</b>	<i>Local Government Act 1995</i>
<b>Council Role</b>	<i>Legislative.</i>
<b>Voting Requirement</b>	<i>Absolute Majority.</i>
<b>Attachments</b>	<i>IPC: 8.5A – Salaries &amp; Allowances Tribunal Determination 2026-27 IPC: 8.5B – Council Policy CnG CP042 – Councillor Fees Policy IPC: 8.5C – Risk Assessment Tool</i>

### **Overview**

Council is requested to review elected member fees and allowances as part of the formulation of the 2026/27 Corporate Business Plan, Long Term Financial Plan and Annual Budget. This report also includes the option for Elected Members to be paid Superannuation Guarantee (SG) as part of 2026/27 budget deliberations, expected to remain at 12% SG.

### **OFFICER RECOMMENDATION**

**THAT the Integrated Planning Committee recommends that Council:**

1. **Sets the Shire President and Elected Member 2026/27 Annual Attendance Fee at 80% of the prevailing maximum Band 3 value for the Shire of Dardanup applying from the 1<sup>st</sup> of July 2026, as determined by the Salaries and Allowances Tribunal.**
2. **Sets the Shire President and Deputy Shire President 2026/27 Annual Local Government Allowance at 80% of the prevailing maximum Band 3 value for the Shire of Dardanup applying from the 1<sup>st</sup> of July 2026, as determined by the Salaries and Allowances Tribunal.**
3. **Sets the Elected Member 2026/27 Annual Information and Communications Technology (ICT) Allowance in lieu of expense reimbursements, at 80% of the prevailing maximum Band 3 value for the Shire of Dardanup applying from the 1<sup>st</sup> of July 2026, as determined by the Salaries and Allowances Tribunal.**
4. **Reimburses child care expenses at the lesser of actual cost or \$35 per hour (as determined by the Salaries & Allowances Tribunal). Reimbursement shall be made upon submission of documentary evidence that the expense has been incurred for child care expenses.**
5. **Reimburses travel expenses upon documentary evidence of km's travelled or expense incurred in accordance with the *Local Government (Administration) Regulations 1996* and Council Policy CnG CP042 - Councillor Fees.**
6. **Includes Superannuation to Elected Members of Council at a rate equivalent to the Superannuation Guarantee, applying from 1<sup>st</sup> July 2026.**

**BY ABSOLUTE MAJORITY**

***Change to Officer Recommendation***

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996* 11(da) Council records the following reasons for amending the Officer Recommended Resolution.

## Background

The Salaries and Allowances Tribunal (SAT) is empowered to determine certain payments that are to be made or reimbursed to elected Council members.

Where the SAT has chosen to determine minimum and maximum amounts for fees, expenses or allowances, there is an obligation on Local Governments to set the amounts to be paid or reimbursed within the range determined.

Section 5.98 of the *Local Government Act 1995* (LGA) permits the reimbursement of prescribed expenses and the payment for Councillors to attend meetings and committees.

Meeting Attendance Fees are payable for the attendance at each meeting. SAT determines minimum and maximum fees.

SAT has determined four categories (or bands) and has assessed each Local Government to be categorised from Band 1 (largest Councils) through to Band 4 (smallest). The Shire of Dardanup has been categorised as a Band 3 Council.

The Salaries and Allowances Tribunal (SAT) has released the 2026/27 determination for Elected Members, providing for a 3.5% increase effective from 1<sup>st</sup> July 2026 (Appendix IPC: 8.5A). This reflects a continuation of the 3.5% adjustment applied in the previous financial year. The increase is broadly consistent with current wage growth trends across Australia, where public sector remuneration adjustments are generally tracking at approximately 3–3.5% per annum.

The following table sets out the current minimum and maximum Annual Meeting Attendance Fees as updated by SAT on the 2<sup>nd</sup> April 2026 for the 2026/27 financial year:

**Table 1: Council Meeting Attendance Fees - Per Meeting – Per SAT 2026/27**

Band	Elected council member		Mayor, President or Chair	
	Minimum	Maximum	Minimum	Maximum
1	\$725	\$922	\$725	\$1,258
2	\$435	\$684	\$435	\$911
3	\$233	\$482	\$233	\$735
4	\$109	\$280	\$109	\$570
Regional LG Council	\$109	\$280	\$109	\$570

**Table 2: Annual Attendance Fees in lieu of council, committee and prescribed per meeting fees – Per SAT 2026/27**

Band	Elected council member		Mayor, President or Chair	
	Minimum	Maximum	Minimum	Maximum
1	\$28,525	\$36,722	\$28,525	\$55,078
2	\$17,238	\$26,931	\$17,238	\$36,112
3	\$8,917	\$18,977	\$8,917	\$29,379
4	\$4,161	\$11,023	\$4,161	\$22,646
Regional LG Council	\$2,086	\$12,245	\$2,293	\$18,361

It has been the practice of Council to pay elected members an Annual Attendance Fee in lieu of an attendance fee for each Council meeting under *section 5.99 Local Government Act 1995 (Table 2 above)*.

The Shire of Dardanup's Elected Members are currently remunerated via an Annual Meeting Attendance Fee (paid quarterly) set at 80% of the Maximum Band 3 value, in accordance with the SAT determination and Council Policy CnG CP042 – *Councillor Fees Policy* (Appendix IPC: 8.5B).

**Table 3: Elected Members Annual Meeting Attendance Fees – Currently Paid 2025/26 – 80% of Band 3**

Annual Meeting Attendance Fees to Shire of Dardanup Elected Members – 2025/26 Currently Paid		
	Members other than the President	President
Annual Fee in Lieu of fees for attending meeting per s5.99 LGA	\$14,668 Equates to 80% of the Maximum Fee	\$22,708 Equates to 80% of the Maximum Fee

**Table 4: Elected Members Annual Meeting Attendance Fees – Proposed 2026/27 – 80% of Band 3**

Annual Meeting Attendance Fees to Shire of Dardanup Elected Members – 2026/27 Proposed		
	Members other than the President	President
Annual Fee in Lieu of fees for attending meeting per s5.99 LGA	\$15,182 Equates to 80% of the Maximum Fee	\$23,503 Equates to 80% of the Maximum Fee

**5.99. Annual fee for council members in lieu of fees for attending meetings**

*A local government may decide\* that instead of paying council members a fee referred to in section 5.98(1), it will instead pay all council members who attend council or committee meetings —*

- (a) the annual fee determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B; or*
- (b) where the local government has set a fee within the range for annual fees determined by that Tribunal under that section, that fee.*

*\* Absolute majority required.*

In addition to the Meeting Attendance Fee, a President or Mayor may be paid an Annual Allowance in accordance with Section 5.98(5) and Section 5.98A of the LGA.

Deputies may also be paid an Annual Allowance being up to 25% of that payable to Presidents or Mayors. The following tables' set out the Annual Allowance for Band 3 as per the Salaries and Allowances Tribunal, and the Annual Allowance (Local Government Allowance) for Band 3 local governments.

The following table sets out the current minimum and maximum Annual Allowance (Local Government Allowance) for Mayor, President or Chair, and Deputies as updated by SAT on the 2<sup>nd</sup> April 2026 for the 2026/27 financial year:

**Table 5: Annual allowance for a Mayor, President or Chair – Per SAT 2026/27**

Band	Mayor, President or Chair - Annual Allowance	
	Minimum	Maximum
1	\$59,414	\$104,032
2	\$17,825	\$73,435
3	\$1,193	\$42,837
4	\$596	\$23,257
Regional LG Council	\$596	\$23,257

**Table 6: Annual Allowance for President or Deputy President – Per SAT 2026/27**

Annual Allowance for President or Deputy President – 2026/27		
Band 3		
	President or Mayor	Deputy President or Mayor (up to 25% of President or Mayor)
Band 3 Local Government Allowance	Minimum Fee = \$1,193 Maximum Fee = \$42,837	Minimum Fee = \$298 Maximum Fee = \$10,709

**Table 7: Annual allowance for a Mayor, President or Chair – Currently Paid 2025/26 – 80% of Band 3**

Annual Allowance for President or Deputy President – 2025/26		
Currently Paid		
	President or Mayor	Deputy President or Mayor (up to 25% of President or Mayor)
Local Government Allowance	\$33,110 Equates to 80% of the Maximum Fee	\$8,278 Equates to 80% of the Maximum Fee

**Table 8: Annual Allowance for President or Deputy President - Proposed 2026/27 – 80% of Band 3**

Annual Allowance for President or Deputy President – 2026/27		
Proposed		
	President or Mayor	Deputy President or Mayor (up to 25% of President or Mayor)
Local Government Allowance	\$34,270 Equates to 80% of the Maximum Fee	\$8,568 Equates to 80% of the Maximum Fee

Members are entitled to be reimbursed for prescribed expenses in accordance with Section 5.98 of the LGA. In addition, Council may resolve to reimburse additional prescribed expenses.

Expenses that are required to be reimbursed are regulated as follows and in accordance with the Local Government (Administration) Regulations 1996 Regulation 31. *Expenses that are to be reimbursed in accordance with s. 5.98(2)(a) and (3) of the Local Government Act 1995.*

*Local Government (Administration) Regulations 1996 Regulation 31*

**31. Expenses to be reimbursed (Act s. 5.98(2)(a))**

(1) For the purposes of section 5.98(2)(a), the kinds of expenses that are to be reimbursed by all local governments are —

(a) rental charges incurred by a council member in relation to one telephone and one facsimile machine; and

- (b) *child care and travel costs incurred by a council member because of the member's attendance at a council meeting or a meeting of a committee of which he or she is also a member; and*
- (c) *child care and travel costs incurred by a council member in completing the training required by section 5.126(1).*

The extent to which telephone & fax line rentals referred to in sub-regulation (1)(a) can be reimbursed is the actual amount.

The extent to which child care costs referred to in sub-regulation (1)(b) can be reimbursed is the actual cost per hour or \$35.00 per hour (2026/27), whichever is the lesser amount.

As contained in Section 8.2 of the Determination of the Salaries and Allowances Tribunal, the extent to which a council member can be reimbursed for reasonable travel costs referred to in regulation (1)(b) of the Local Government (Administration) Regulations is:

- (a) *if the person lives or works in the local government district or an adjoining local government district, is the actual cost for the person to travel from the person's place of residence or work to the meeting and back; or*
- (b) *if the person does not live or work in the local government district or an adjoining local government district, is the actual cost, in relation to a journey from the person's place of residence or work and back —*
  - (i) *for the person to travel from the person's place of residence or work to the meeting and back; or*
  - (ii) *if the distance travelled referred to in subparagraph (i) is more than 100 kilometres, for the person to travel from the outer boundary of an adjoining local government district to the meeting and back to that boundary.*

Instead of reimbursing a particular type of expense, Council may resolve to pay an annual allowance that is within the prescribed range.

- *Allowances in lieu of reimbursement of telecommunications expenses:*

Elected Members are paid an annual Information and Communications Technology (ICT) Allowance of \$2,800 pa which is 80% of the prevailing maximum band value of \$3,500. The ICT allowance shall be paid in accordance with Section 5.99A of the Local Government Act. This allowance validates all costs relating to telephone usage including plans and contracts, rentals, mobile phones, mobile devices, extra telephone lines, call costs, internet service provider fees, and consumables incurred while performing the functions of a Councillor.

The minimum ICT annual allowance determined by SAT is \$500 per annum; the maximum being \$3,500 per annum (2026/27).

- *Allowances in lieu of reimbursement of travelling and accommodation expenses:*

The maximum annual allowance for travelling and accommodation expenses is the same amount as the amount to which a person would be entitled for those expenses in the same circumstances under the Public Service Award in accordance with Council Policy CnG CP042 – *Councillor Fees Policy*.

- *Reimbursements*

Council currently pays the following allowances and expense reimbursements.

- Travel / Accommodation - \$0.6866 per km (1600c to 2600cc), \$0.9554 (over 2600cc), \$0.5669 (under 1600cc) or actual cost incurred.

- Child Care – Maximum \$35 per hour.
- *Superannuation for Council Members – Shire of Dardanup (Effective 1 July 2025)*

New provisions have streamlined the ability for local governments to provide superannuation to council members. Following the passage of the Local Government Amendment Act 2024, sections 5.99B to 5.99E of the Local Government Act 1995 enable local governments to resolve, by absolute majority, to make superannuation contributions for council members. These provisions took effect from 1 February 2025.

Prior to these amendments, a local government wishing to provide superannuation was required to become an Eligible Local Governing Body (ELGB) under Division 446 of the Taxation Administration Act 1953 (Cth). This process required a unanimous council resolution.

Under the current framework:

- The decision to pay superannuation on council members' fees remains a matter for Council resolution (where applicable);
- From 19 October 2025, it became mandatory for Class 1 and Class 2 local governments to make superannuation contributions for council members;
- For Class 3 and Class 4 local governments, including the Shire of Dardanup, the payment of superannuation remains optional, subject to a Council decision.

The Shire currently applies the Superannuation Guarantee (SG) rate of **12%**, in accordance with Commonwealth superannuation legislation.

Where a local government is required to, or resolves to, make superannuation contributions for council members, individual elected members may elect to **opt out** of receiving those contributions.

### **Legal Implications**

Only reimbursement of permissible expenditure and allowances up to prescribed amounts are payable in accordance with Section 5.98, 5.98A, 5.99 and 5.99A of the *Local Government Act 1995*.

Part 8 of the *Local Government (Administration) Regulations 1996* includes the provisions on which local government payments are made to elected members, refer Regulation 30, 31, and 32.

### **Council Plan**

- 13.1 - Adopt best practice governance.
- 13.2 - Manage the Shire's resources responsibly.
- 14.2 - Ensure equitable, inclusive and transparent engagement and decision- making.

**Environment** - None.

### **Precedents**

Council currently pays the following Elected Member fees (2025/26):

<b>Annual Meeting Attendance Fee</b>	
Shire President	\$22,708
Elected Members other than Shire President	\$14,668
<b>Annual Allowance (Local Government Allowance)</b>	
Shire President	\$33,110
Deputy Shire President	\$8,278
<b>Allowances Per Annum</b>	

Information and Communications Technology	\$2,800
Reimbursements	
Travel / Accommodation	\$0.68 km or actual expense incurred
Child Care	Reimburse expenses up to a maximum of \$35 per hour

SAT undertakes an annual review of fees and allowances and publishes the new rates in April each year.

At the Integrated Planning Committee meeting held on the 13<sup>th</sup> of March 2024 [IPC: 13-24] Council resolved to set the Annual Attendance Fees, Annual Local Government Allowance and the Annual ICT fee at 75% of the Maximum Band 3 Value.

However, at the Ordinary Council Meeting dated 27<sup>th</sup> March 2024 (CR 79-24), the percentage was increased from 75% to 85% of the prevailing Maximum Band 3 Value.

At the Special Council Meeting dated 29<sup>th</sup> May 2024, as part of the 2024/25 draft Budget adoption, the previous adopted percentage of 85% via Council Resolution 79-24 was revoked (CR 149-24), and the percentage was endorsed at 80% of the prevailing Maximum Band 3 value (CR 150-24).

The current rate of 80% of the Maximum Band 3 value is contained within Council Policy CnG CP042 – Councillor Fees Policy. Any change to the percentage would require an update to the Council Policy Manual.

Council Policy *CnG CP042* adopted on the 23<sup>rd</sup> July 2025 [CR 205-25] incorporates the 80% of the maximum band value for Council Meeting Attendance Fees, Local Government Allowances, Reimbursement of ICT (Information and Communications Technology) Allowances.

### ***Budget Implications***

Each year Council includes in the annual budget the anticipated elected member fees, expenses and allowance based on 80% of the SAT Band 3 allowance, together with any increase determined by SAT.

Elected Member Superannuation is not currently budgeted within the Long-Term Financial Plan. As determined by the Superannuation Guarantee (Administration) Act 1992 (SGAA), through the Australian Taxation Office, the Superannuation Guarantee rate **effective 1<sup>st</sup> July 2026** is **12%**.

If Council elects to pay Superannuation to Council Members, based on the current Elected member allowances paid, it is estimated that an additional expense of \$21,034 will be incurred. This would be incorporated into the draft 2025/2026 -2034/35 Long Term Financial Plan.

### ***Budget – Whole of Life Cost***

As no new assets have been created, there are no direct whole of life or ongoing cost implications.

### ***Council Policy Compliance***

*CnG CP042 Councillor Fees Policy* was reviewed and amended in July 2025 which includes a provision of 80% of the Maximum Band Value for Councillor Fees and Allowances.

### Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix IPC: 8.5C) for full assessment document.

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Report Title	Elected Member Fees, Expenses and Allowance – 2026/27
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	<p>Financial Elected Member &amp; Staff Budget requests form part of the Annual Budget Process</p> <p>Legal and Compliance Risk of Council breaching the Local Government Act 1995 – Risk that the Member Fees, Expenses and Allowances is not adopted</p>

### Officer Comment

Elected Member remuneration is reviewed annually by the Salaries and Allowances Tribunal. The Salaries and Allowances Tribunal Determination was released on 2<sup>nd</sup> April 2026, with an effective date of 1<sup>st</sup> July 2026.

In line with Council’s (Policy) decision, it is proposed that Council adopts the following set percentages for the Annual Attendance Fee, the Local Government Allowance, and the ICT Allowance for the 2026/27 financial year:

ANNUAL MEETING ATTENDANCE FEES		
	Current 2025/26	Proposed 2026/27
<b>Shire President</b>	\$22,708 equates to 80% of the maximum band value (Band 3)	\$23,503 equates to 80% of the maximum band value (Band 3)
<b>Councillors other than Shire President</b>	\$14,668 equates to 80% of the maximum band value (Band 3)	\$15,182 equates to 80% of the maximum band value (Band 3)

ANNUAL ALLOWANCE (LOCAL GOVERNMENT ALLOWANCE)		
	Current 2025/26	Proposed 2026/27
<b>Shire President</b>	\$33,110 equates to 80% of the maximum band value (Band 3)	\$34,270 equates to 80% of the maximum band value (Band 3)
<b>Deputy Shire President</b>	\$8,278 equates to 80% of the maximum band value (Band 3 up to 25% of Shire President)	\$8,568 equates to 80% of the maximum band value (Band 3 = up to 25% of Shire President) *

\* Deputies may also be paid an Annual Allowance being up to 25% of that payable to Presidents or Mayors.

ANNUAL INFORMATION & COMMUNICATIONS TECHNOLOGY (ICT) ALLOWANCE		
	Current 2025/26	Proposed 2026/27
<b>All Councillors</b>	\$2,800 per annum equates to 80% of the maximum band value (Band 3)	\$2,800 per annum equates to 80% of the maximum band value (Band 3)

*The minimum ICT annual allowance for determined by SAT is \$500 per annum; the maximum being \$3,500 per annum (2026/27).*

#### Council Superannuation

Council must determine whether it wishes to continue paying superannuation in addition to the Elected Member Fees and Allowances outlined in this report.

The Superannuation Guarantee (SG) rate from 1<sup>st</sup> July 2026 will be 12%. If Council elects to continue these payments, the estimated SG cost is approximately \$22,536, based on 12% of the projected 2026/27 Annual Meeting Attendance Allowance and Annual Allowance.

END REPORT

8.6 Debt Management Plan - 2026/27 – 2035/36

<b>Reporting Department</b>	<i>Corporate &amp; Governance Directorate</i>
<b>Responsible Officer</b>	<i>Mrs Natalie Hopkins – Director Corporate &amp; Governance</i>
<b>Reporting Officer</b>	<i>Mrs Natalie Hopkins – Director Corporate &amp; Governance</i>
<b>Legislation</b>	<i>Local Government (Financial Management) Regulations 1996</i>
<b>Council Role</b>	<i>Executive/Strategic.</i>
<b>Voting Requirement</b>	<i>Simple Majority.</i>
<b>Attachments</b>	<i>IPC: 8.6A – Debt Management Plan 2026/27 to 2035/36 IPC: 8.6B – Risk Assessment Tool</i>

**Overview**

The Committee is requested to consider and endorse the 2026/27 Debt Management Plan (Appendix IPC: 8.6A) which is incorporated within the 2026/27 Budget, four-year Corporate Business Plan and 10 year Long Term Financial Plan.

**OFFICER RECOMMENDATION**

**THAT the Integrated Planning Committee recommends that Council endorses the Debt Management Plan 2026/27 to 2035/36 (refer to Appendix IPC: 8.7A) to be incorporated in 2026/27 annual budget, four-year Corporate Business Plan, and Long Term Financial Plan.**

**Change to Officer Recommendation**

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommended Resolution:

## **Background**

As part of the Department of Local Government, Industry Regulation and Safety (LGIRS) Integrated Planning and Reporting Framework and legislative requirements, Council is to develop a Long Term Financial Plan for a minimum period of 10 years. The Long Term Financial Plan is a ten year rolling plan that incorporates the four-year financial projections accompanying the Corporate Business Plan. It is a key tool for prioritisation and ensuring the financial sustainability of the Local Government. The LTFP identifies key assumptions such as demographic projections, rating base growth, consumer price index or local government cost index, interest rates and projected rate increases.

The Annual Budget is directly aligned to year one of the Corporate Business Plan and Long Term Financial Plan. Under Section 6.2 of the *Local Government Act 1995*, Council is required to prepare and adopt an Annual Budget each year.

Part of Council's process includes reviewing the Debt Management Plan that has been included in the previous year's Long Term Financial Plan, four year Corporate Business Plan and Annual Budget.

## **Legal Implications**

### *Local Government Act 1995*

Section 6.2 (4) of the *Local Government Act 1995* states:

- 6.2. *Local government to prepare annual budget*
- (4) *The annual budget is to incorporate —*
  - (a) *particulars of the estimated expenditure proposed to be incurred by the local government;*

6.20. Power to borrow

6.21. Restrictions on borrowing

Local Government (Administration) Regulations 1996:

19C. *Strategic community plans, requirements for (Acts. 5.56)*

19DA. *Corporate business plans, requirements for (Acts. 5.56)*

- (1) *A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) *A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.*
- (3) *A corporate business plan for a district is to —*
  - (a) *set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and*
  - (b) *govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and*
  - (c) *develop and integrate matters relating to resources, including asset management, workforce planning and long term financial planning.*
- (4) *A local government is to review the current corporate business plan for its district every year.*
- (5) *A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.*

- (6) *A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.*  
\*Absolute majority required.
- (7) *If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*

### **Council Plan**

13.1 - Adopt best practice governance.

13.2 - Manage the Shire's resources responsibly.

**Environment** - None.

### **Precedents**

Each year as part of the Strategic Financial Plan review and development process, Council has adopted a Debt Management Plan which establishes the level of debt and new loans for the next 10-15 years. These forecast new loans are reflected in the interrelated Annual Budget, Corporate Business Plan and Long Term Financial Plan.

### **Budget Implications**

As noted in the Debt Management Plan, the use of debt as a means of funding asset acquisitions, renewals and maintenance is a useful mechanism for allocating the costs of such works over a time frame that reflects when residents will benefit from the assets.

The current projected loans over the next 10 years under the Debt Management Plan are summarised below (refer to Appendix IPC: 8.7A):

Forecast New Loans	Current Year 25/26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34	34-35	35-36
New Loan	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
<b>Total Outstanding Debt (million \$)</b>	10.30	9.68	9.08	8.49	7.93	7.35	6.82	6.26	5.68	5.08	4.45

### **Budget – Whole of Life Cost**

As no new assets have been created, there are no direct whole of life or ongoing cost implications.

### **Council Policy Compliance**

The budget is based on the principles contained in the Strategic Community Plan and Corporate Business Plan. *Policy CnG CP018 – Corporate Business Plan & Long Term Financial Plan* applies.

### **Risk Assessment**

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix IPC: 8.6B) for full assessment document.

<b>Tier 2 – 'Low' or 'Moderate' Inherent Risk.</b>	
Report Title	Debt Management Plan - 2026/27 – 2035/36

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	<p>Financial                      Financial sustainability impacted through too much debt.</p> <p>Legal and Compliance                      Compliance with budget, rating and integrated planning review and development process.</p> <p>Reputational                      Shire reputation can be negatively impacted if debt levels are considered excessive by the community. Borrowings can create reputational risk where they are perceived as poor financial management, lead to higher rates or reduced services, fail to deliver project outcomes, lack transparency, attract adverse audit findings, or generate political and media scrutiny.</p>

**Officer Comment**

The total debt ratio is projected to remain above the 3% target over the period, with existing debt exceeding the indicative maximum. This indicates limited capacity for additional borrowings at this time.

There is a practical limit beyond which debt servicing costs (principal, interest repayments and government guarantee fees) may begin to constrain Council’s ability to maintain current service levels. Accordingly, it is important that debt is carefully planned, managed and monitored to ensure it remains sustainable.

Strategic financial planning supports the establishment of appropriate debt targets and benchmarks, enabling Council to take a proactive approach rather than relying on borrowings to address short-term funding pressures.

In line with Council’s Debt Strategy, consideration should be given to:

- the circumstances under which borrowings are undertaken;
- the broader strategic impact of those borrowings; and
- whether, in commercial situations, the returns generated are sufficient to service the associated debt.

Treasury Corporation has developed an indicative debt capacity calculator, which has been incorporated into the Shire’s Long Term Financial Plan model. While borrowing capacity may vary from year to year, the Indicative Additional Debt Capacity Calculator supports Council in assessing its capacity to borrow using Long Term Financial Plan data. Based on prudent loan servicing limits, it provides valuable planning guidance in determining whether debt is an appropriate funding source for future capital expenditure.

Based on current financial projections, including planned capital expenditure and existing and forecast loan commitments, Council’s additional borrowing capacity for 2026/27 is currently assessed as nil.

There may be an opportunity to review borrowing capacity from 2031/32. Should Council seek to raise additional loans, this would likely require an increase in rate revenue to meet the associated servicing costs.

Accordingly, the current approach to funding asset renewal, replacement and acquisition, as outlined in the Asset Management Plans, reflects a balanced mix of debt (funded from future rates), cash reserves (funded from past rates) and municipal funds (funded from current year rates).

END REPORT

8.7 Schedule of Fees and Charges - 2026/2027

<b>Reporting Department</b>	<i>Corporate &amp; Governance Directorate</i>
<b>Responsible Officer</b>	<i>Mrs Natalie Hopkins – Director Corporate &amp; Governance</i>
<b>Reporting Officer</b>	<i>Mrs Natalie Hopkins – Director Corporate &amp; Governance</i>
<b>Legislation</b>	<i>Local Government (Financial Management) Regulations 1996</i>
<b>Council Role</b>	<i>Executive/Strategic.</i>
<b>Voting Requirement</b>	<i>Absolute Majority.</i>
<b>Attachments</b>	<i>IPC: 8.7A – Schedule of Fees and Charges 2026-2027 IPC: 8.7B – Risk Assessment Tool</i>

**Overview**

This report presents Council with the proposed 2026/2027 Schedule of Fees and Charges in accordance with the Local Government Act 1995 and forms part of the 2026/2027 budget development process. The Fees and Charges will also be incorporated into the Annual Budget Adoption Report, to be presented to Council at the Ordinary Council Meeting to be held on 24<sup>th</sup> June 2026.

**OFFICER RECOMMENDATION**

**THAT the Integrated Planning Committee recommends that Council:**

- 1. Adopts the 2026/2027 Schedule of Fees and Charges included as (Appendix IPC: 8.7A), to become effective 1 July 2026; and**
- 2. Where required, Council gives local public notice of the applicable Fees and Charges.**

**BY ABSOLUTE MAJORITY**

**Change to Officer Recommendation**

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996 11(da)* Council records the following reasons for amending the Officer Recommended Resolution:

## **Background**

Section 6.16 to 6.19 of the Local Government Act 1995 contains the provisions for local governments to set Fees and Charges annually. The objective of the management is to present 2026/27 Schedule of Fees & Charges for review and endorsement before setting the annual budget, which will allow a more streamlined 2026/27 annual budget setting process as well as timely implementation of the updated fees and charges from 1<sup>st</sup> July 2026.

## **Legal Implications**

Section 6.16 to 6.19 of the Local Government Act 1995 states:

### *6.16. Imposition of fees and charges*

- (1) *A local government may impose\* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.*

*\* Absolute majority required.*

- (2) *A fee or charge may be imposed for the following —*

- (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;*
- (b) supplying a service or carrying out work at the request of a person;*
- (c) subject to section 5.94, providing information from local government records;*
- (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;*
- (e) supplying goods;*
- (f) such other service as may be prescribed.*

- (3) *Fees and charges are to be imposed when adopting the annual budget but may be —*

- (a) imposed\* during a financial year; and*
- (b) amended\* from time to time during a financial year.*

*\* Absolute majority required.*

### *6.17. Setting level of fees and charges*

- (1) *In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —*

- (a) the cost to the local government of providing the service or goods; and*
- (b) the importance of the service or goods to the community; and*
- (c) the price at which the service or goods could be provided by an alternative provider.*

- (2) *A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.*

- (3) *The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service —*

- (a) under section 5.96(copy of various registers, reports, plans, local laws, etc); or*
- (b) under section 6.16(2)(d)(copy of licenses, permits, certificates, etc); or*
- (c) prescribed under section 6.16(2)(f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service.*

- (4) *Regulations may —*

- (a) prohibit the imposition of a fee or charge in prescribed circumstances; or*
- (b) limit the amount of a fee or charge in prescribed circumstances.*

6.18. *Effect of other written laws*

- (1) *If the amount of a fee or charge for a service or for goods is determined under another written law a local government may not —*
- (a) *determine an amount that is inconsistent with the amount determined under the other written law; or*
- (b) *charge a fee or charge in addition to the amount determined by or under the other written law.*
- (2) *A local government is not to impose a fee or charge for a service or goods under this Act if the imposition of a fee or charge for the service or goods is prohibited under another written law.*

6.19. *Local government to give notice of fees and charges*

*If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of—*

- (a) *its intention to do so; and*
- (b) *the date from which it is proposed the fees or charges will be imposed.*

**Council Plan**

13.1 - Adopt best practice governance.

13.2 - Manage the Shire's resources responsibly.

**Environment** - None.

**Precedents**

Each year, setting of the Fees and Charges forms part of the Annual Budget / Long Term Financial Plan development process.

**Budget Implications**

Revenue associated with the adoption of the 2026/27 Schedule of Fees and Charges will be included in 10 year Long Term Financial Plan 2026/27 to 2035/36 and the 2026/27 Annual Budget.

**Budget – Whole of Life Cost**

As no new assets have been created, there are no direct whole of life or ongoing cost implications.

**Council Policy Compliance**

The budget is based on the principles contained in the Strategic Community Plan and Corporate Business Plan. *Policy CnG CP018 – Corporate Business Plan & Long Term Financial Plan* applies.

**Risk Assessment**

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix IPC: 8.7B) for full assessment document.

<b>Tier 2 – 'Low' or 'Moderate' Inherent Risk.</b>	
Report Title	Schedule of Fees and Charges 2026/2027
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)

<b>Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.</b>	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	<p>Financial Risk that the 2026/2027 Fees and Charges is not adopted by Council; Loss of Revenue</p> <p>Reputational Inappropriate charging of fees may reflect negatively on Council.</p> <p>Legal and Compliance Risk of Council breaching the Local Government Act 1995 – Risk that the 2026/27 Fees and Charges is not adopted by Council</p>

### ***Officer Comment***

Council is requested to consider and endorse the Fees & Charges for the 2026/27 financial year. The endorsed Fees and Charges will form part of the 2026/27 Annual Budget. Any further adjustments to the Fees and Charges for 2026/27 will be included as part of the Annual Budget adoption scheduled to be held at the Ordinary Council Meeting on 24<sup>th</sup> June 2026.

The proposed fees and charges have been reviewed not only on the basis of cost recovery, but to also allow for a clear application by staff and not be cost prohibitive. Input has been sought from all Managers and key members of staff.

In the schedule of the 2026/27 Fees and Charges, the majority of the fees and charges have increased by an average of 4.9%, which is reflective of 12-month Perth CPI for January 2026, as published on WA Treasury Corporation Website. Other changes are underpinned by increased cost to provide the services, comparable market data and fees and charges from other comparable councils. Overall, all proposed fees and charges are set after taking into account the importance to the community and the socio-economic profile of the groups of community likely to utilise the respective services. In each category the fee or charge is subject to a regular assessment to evidence compliance with legislation and to ensure there is no ‘revenue leakage’ which can result if the underlying costs on which the fee or charge is based exceeds CPI.

It should be noted that whilst some fees and charges have not increased over time, for example regulatory fees such as Dog Registration Fees and FOI Applications, all fees and charges are reviewed on an annual basis.

The list of the proposed 2026/27 Fees and Charges includes several new Fees as follows:

#### **Make it Space**

- *Item 8.1.1 Facility / Equipment Induction*
- *Item 8.1.2 Facility Hire*
- *Item 8.1.3 Memberships*
- *Item 8.1.4 Consumable Surcharge*
- *Item 8.1.5 Facilitated Programs*

In line with the second phase of implementation phase of Make it Space facility, it is proposed that above charges are included in 2026-27 Schedule of Fees & Charges. It is also proposed that the actual timing of the introduction of fees is to be determined by the CEO.

### Waste Management

- *Item 10.1.1 Waste Charges*
  - *Additional Service – General Waste/Domestic 240l -Rural Service \$200.00 (GST Inclusive)*
  - *Additional Service – General Waste/Domestic 240l – Rural Service \$72.00 (GST inclusive)*
  - *Additional or Change in Service (lid swap) – one off setup fee per bin – Urban Service \$57.00 (GST inclusive)*
  - *Additional Service – One off setup fee per bin – Rural Service \$87.00 (GST inclusive)*
- *Item 10.1.2 Tipping Fees*
  - *E-Waste (per small item) \$5.00 (GST inclusive)*

### Cemetery Fees & Charges

- *Item 10.3.1 Interments*
  - *Single Use Shoring Box for Non Standard Burials \$At Cost + GST*

### Eaton Recreation Centre

- *Item 11.3.1 – Administration Fees*
  - *Marketing Activities – Discount in relation to marketing and promotional activities from 0-100% subject to CEO (or CEO’s delegated representative’s) approval*
- *Item 11.3.2 – Administration Fees*
  - *Teen Active (16-17 year old) – Full Access Membership – Fortnightly direct debit \$29.00 (GST inclusive)*
  - *Creche Membership Optional Add on – 1 Child Fortnightly Direct Debit \$18.00 (GST inclusive)*
  - *Creche Membership Optional Add on – 2 to 3 Children Fortnightly Direct Debit \$30.00 (GST inclusive)*
  - *Membership Discounts – Concession card holders 20%*
  - *Membership Discounts – Membership Loyalty 10%*
  - *Membership Discounts – Carer Support Person 100%*
  - *Personal Training Discounts – Non-Members Casual Entry \$10.00 (GST inclusive)*
  - *Personal Training Discounts – Additional Participants (per person) \$20.00 (GST inclusive)*
- *Item 11.3.3 – Creche*
  - *Creche Members Single Session Pass (Max 90 minutes) – 1 Child \$5.00 (GST inclusive)*
  - *Creche Members Single Session Pass (Max 90 minutes) – 2 Children \$8.50 (GST inclusive)*
  - *Creche Members Single Session Pass (Max 90 minutes) – 3+ Children \$11.00 (GST inclusive)*
  - *Creche Non-Members Single Session Pass (Max 90 minutes) – 1 Child \$6.00 (GST inclusive)*
  - *Creche Non-Members Single Session Pass (Max 90 minutes) – 2 Children \$10.00 (GST inclusive)*
  - *Creche Non-Members Single Session Pass (Max 90 minutes) – 3+ Children \$14.00 (GST inclusive)*
- *Item 11.3.4 Café*
  - *Café Products – Market rate*
- *Item 11.3.5 Facility Hire*
  - *Court Hire – Weekend (Per Hour) \$54.00 (GST inclusive)*

- *Half Court Hire – Weekend (Per Hour) \$36.00 (GST inclusive)*
- *Item 11.3.7 Signage*
  - *Court 1 – Walls 1220w x 1200h Market rate*
  - *Court 1 – Walls 2440w x 1200h Market rate*
  - *Court 3 – Walls 1220w x 1200h Market rate*
  - *Court 3 – Walls 2440w s 1200h Market rate*

### Administration

- *Item 14.2.5 Administration Building Eaton*
  - *Wandu Room (6 people) per hour \$26.40 (GST inclusive)*

The following fees are proposed to either be removed or consolidated with another charge in 2026/27 Fees and Charges schedule:

- *Item 4.3 Printing & Photocopying – Merged with printing and photocopying charges under Library*
- *Item 10.1.1 Waste Charges*
  - *Additional Service Recycling 140l – Service not provided*
  - *Additional Service FOGO Waste 140l Urban Service – Service not provided*
  - *Alternative Waste Service Option 1 – Once Off Lid Swap – A simplified charge introduced instead*
  - *Alternative Waste Service Option 2 – Once Off Lid Swap – A simplified charge introduced instead*
  - *Additional Services FOGO Waste 240l – Once off setup fee – A simplified charge introduced instead*
  - *Additional Services Recycling 240l – Once off setup fee – A simplified charge introduced instead*
  - *Additional Services General Waste/Domestic 240l – Once off setup fee – A simplified charge introduced instead*
  - *Additional Services – General Waste/Domestic 140l once off setup fee – A simplified charge introduced instead*
- *Item 10.1.2 Tipping Fees*
  - *Scrap Steel (Clean) – Incoming scrap steel generates revenue; therefore, a charge is counter intuitive*
- *Item 11.3.2 Health & Fitness*
  - *ERC Active Concession Fortnightly Direct Debit – Alternative charge introduced*
  - *Fit over 50 Membership Fortnightly Direct Debit – Alternative charge introduced*
  - *Casual Gym Entry Concession – Alternative charge introduced*
  - *Group Fitness Concession – Alternative charge introduced*
  - *Fit over 50 Session – Alternative charge introduced*
  - *Personal Training 20 Pass (30 Minutes) – Alternative charge introduced*
  - *Personal Training 20 Pass (45 Minutes) - Alternative charge introduced*
  - *Personal Training 20 Pass (1 Hour) - Alternative charge introduced*
  - *Digital Body Scan Member Additional Scan – Alternative charge introduced*
- *Item 11.3.5 Facility Hire*
  - *Data Projector (per Hour) – Service not provided*
  - *Local Organisation (Not for profit 10% discount) across the range of services – Alternative discount introduced*

- *Item 11.3.6 Sports & Program*
  - *Additional per person rate 26 to 50 – Alternative charge introduced*
  
- *Item 11.3.7 Signage*
  - *Wall 2400 x 1800 – Alternative charge introduced*
  - *Wall 2400 x 2400 - Alternative charge introduced*

### Waste Fees

Council's waste disposal costs associated with the FOGO (Food and Garden Organics) service have been carefully assessed, noting their variable nature. These costs are projected to increase in line with the Consumer Price Index (CPI). Accordingly, the fees outlined under *Item 10.1.1 Waste Charges* for the 2026/27 financial year are proposed to be increased in line with CPI.

### 2026/27 Fees and Charges Summary

All new fees and charges proposed to be introduced are clearly labelled as "New" in 2026/27 Schedule of Fees & Charges as per the attached Appendix 8.9A. Fees and Charges which are proposed to be consolidated with another charge or removed have also been included in the schedule in "Strikethrough" text in the interest of completeness.

Overall, the proposed changes in fees and charges for the financial year 2026/27 are incremental in nature and are reflective of Council's ordinary day to day operations, with the majority of fees adjusted annually in line with the Consumer Price Index (CPI).

END REPORT

## 8.8 Rating Strategy - 2026/2027-2035/36

<b>Reporting Department</b>	<i>Corporate &amp; Governance Directorate</i>
<b>Responsible Officer</b>	<i>Mrs Natalie Hopkins – Director Corporate &amp; Governance</i>
<b>Reporting Officer</b>	<i>Mrs Amy Lawrence – Acting Manager Financial Services</i>
<b>Legislation</b>	<i>Local Government (Financial Management) Regulations 1996</i>
<b>Council Role</b>	<i>Executive/Strategic.</i>
<b>Voting Requirement</b>	<i>Absolute Majority.</i>
<b>Attachments</b>	<i>8.8A – Rating Strategy 2026/27 to 2035/36 8.8B – Risk Assessment</i>

### **Overview**

The Committee is requested to consider and endorse the Rating Strategy which is incorporated within the 2026/27 Budget, four year Corporate Business Plan and 10 year Long Term Financial Plan.

### **OFFICER RECOMMENDATION**

#### **THAT Council:**

1. **In addition to forecast growth:**
  - a) **Endorses a projected base rate revenue increase of 6.00% for the 2026/27 budget;**
  - b) **Endorses a projected base rate revenue increase of 6.0%, 6.00%, 6.00% and 6.00% for the four year Corporate Business Plan;**
  - c) **Endorses a projected base rate revenue increase of 6.00% for years five to fifteen of the Long Term Financial Plan.**
2. **Endorses the Rating Strategy 2026/27 to 2035/36 (Appendix IPC 8.9A).**
3. **Endorses the following 6 Differential Rates across 14 Rating Categories (Appendix 8.8A):**
  - **RESIDENTIAL (including Residential Vacant)**
  - **COMMERCIAL (including Commercial Vacant)**
  - **INDUSTRIAL (including Industrial Vacant)**
  - **RURAL RESIDENTIAL (including Rural Residential Vacant)**
  - **ACCOMMODATION**
  - **UV Rural (including UV1, UV2, UV3 and Mining)**

**with the Minimum Rate for the 2026/27 budget to be \$1,827 for the Residential Differential Rating Category and \$1,937 for all other Differential Rating Categories.**
4. **Supports the retention of the Bulk Waste Collection Specified Area Rate in 2026/27 and future years.**

***Change to Officer Recommendation***

No Change. **OR:**

As per *Local Government (Administration) Regulations 1996* 11(da) Council records the following reasons for amending the Officer Recommended Resolution.

## **Background**

As part of the Department of Local Government, Sport & Cultural Industries Integrated Planning and Reporting Framework and legislative requirements, Council is to develop a Long Term Financial Plan for a minimum period of 10 years. The Long Term Financial Plan is a ten year rolling plan (Council staff have projected the LTFP to 15 years) that incorporates the four-year financial projections accompanying the Corporate Business Plan. It is a key tool for prioritisation and ensuring the financial sustainability of the Local Government. The LTFP identifies key assumptions such as demographic projections, rating base growth, consumer price index or local government cost index, interest rates and projected rate increases.

The Annual Budget is directly aligned to year one of the Corporate Business Plan and Long Term Financial Plan.

Under Section 6.2 of the *Local Government Act 1995*, Council is required to prepare and adopt an Annual Budget each year. Part of Council's process includes reviewing the Rating Strategy that has been included in the previous year's Long Term Financial Plan, with these forecast rate increases forming the basis of financial projections associated with the final Long Term Financial Plan, four year Corporate Business Plan and Annual Budget.

- *Shire of Dardanup - Rates*

Local governments impose rates on properties within their district to raise revenue to fund the services and facilities provided to residents and visitors. Some of these services and facilities include community development within the Shire, environmental conservation and health, libraries, recreation centre, statutory planning, building and engineering, roads and paths, and waste management.

The quantum of rates payable is determined by three factors: the method of valuation of the land, the valuation of the land and improvements, and the rate in the dollar applied to that valuation by the local government.

- *Shire of Dardanup Rates Strategy – Historically*

The Shire of Dardanup is committed to a fair and equitable process for all ratepayers. Each year, Council adopts a Rating Strategy that includes the Rate in the Dollar applied to each property. Historically, the calculation methodology for General Rates levied is simple. That is, it is the Rate in the Dollar (as determined by Council) multiplied by the Gross Rental Value i.e. GRV or Unimproved Value (UV) (as determined by the Valuer General).

GRV or UV multiplied by times the Rate in the Dollar = Rates Raised.

When adopting the annual budget, under *section 6.32 of the Local Government Act 1995*, a local government can impose a general rate on rateable land within the district either '**uniformly**' or '**differentially**'.

- *2026/27 Rating Methodology*

From 1<sup>st</sup> July 2024, Council introduced and applied a rating strategy utilising the Differential Rates Method. Again, the calculation is not complex, it is simply:

GRV or UV multiplied by the Applicable Differential Rate in the Dollar = Rates Raised.

However, with Differential Rates, Council has the ability to levy rates based on the purpose for which the land is zoned and / or the land use, effectively setting a number of different Rates in the Dollar values

for different rating categories (as opposed to the current process where Council is limited to only the Gross Rental Value as an index).

The 2026/27 Rating Strategy incorporates the Differential Rating Categories with no change in categories from 2025/26.

### **Legal Implications**

*Local Government Act 1995*

*Local Government (Financial Management) 1996*

Section 6.2 (4) of the *Local Government Act 1995* states:

6.2. *Local government to prepare annual budget*

(4) *The annual budget is to incorporate —*

(a) *particulars of the estimated expenditure proposed to be incurred by the local government;*

### 6.32. Rates and service charges

(1) *When adopting the annual budget, a local government —*

(a) *in order to make up the budget deficiency, is to impose\* a general rate on rateable land within its district, which rate may be imposed either —*

(i) *uniformly; or*

(ii) *differentially;*

*and*

(b) *may impose\* on rateable land within its district —*

(i) *a specified area rate; or*

(ii) *a minimum payment;*

*and*

(c) *may impose\* a service charge on land within its district.*

*\* Absolute majority required.*

(2) *Where a local government resolves to impose a rate it is required to —*

(a) *set a rate which is expressed as a rate in the dollar of the gross rental value of rateable land within its district to be rated on gross rental value; and*

(b) *set a rate which is expressed as a rate in the dollar of the unimproved value of rateable land within its district to be rated on unimproved value.*

### 6.33. Differential general rates

(1) *A local government may impose differential general rates according to any, or a combination, of the following characteristics —*

(a) *the purpose for which the land is zoned, whether or not under a planning scheme as defined in the Planning and Development Act 2005; or*

(b) *a purpose for which the land is held or used as determined by the local government; or*

(c) *whether or not the land is vacant land; or*

(d) *any other characteristic or combination of characteristics prescribed.*

### 6.34. Limit on revenue or income from general rates

*Unless the Minister otherwise approves, the amount shown in the annual budget as being the amount it is estimated will be yielded by the general rate is not to —*

- (a) be more than 110% of the amount of the budget deficiency; or*
- (b) be less than 90% of the amount of the budget deficiency.*

### 6.37. Specified area rates

- (1) A local government may impose a specified area rate on rateable land within a portion of its district for the purpose of meeting the cost of the provision by it of a specific work, service or facility if the local government considers that the ratepayers or residents within that area —*
  - (a) have benefited or will benefit from; or*
  - (b) have access to or will have access to; or*
  - (c) have contributed or will contribute to the need for,**that work, service or facility.*
- (2) A local government is required to —*
  - (a) use the money from a specified area rate for the purpose for which the rate is imposed in the financial year in which the rate is imposed; or*
  - (b) to place it in a reserve account established under section 6.11 for that purpose.*

### Local Government (Administration) Regulations 1996:

#### 19C. Strategic community plans, requirements for (Acts. 5.56)

#### 19DA. Corporate business plans, requirements for (Acts. 5.56)

- (1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.*
- (3) A corporate business plan for a district is to —*
  - (a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and*
  - (b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and*
  - (c) develop and integrate matters relating to resources, including asset management, workforce planning and long term financial planning.*
- (4) A local government is to review the current corporate business plan for its district every year.*
- (5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.*
- (6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.*  
*\*Absolute majority required.*
- (7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*

**Council Plan**

- 13.1 - Adopt best practice governance.
- 13.2 - Manage the Shire’s resources responsibly.

**Environment** - None.

**Precedents**

Each year as part of the Strategic Financial Plan review and development process, Council has adopted a Rating Strategy which establishes the basis of rate increases for the next 10-15 years. These forecast rate increases are reflected in the interrelated Annual Budget / Corporate Business Plan / Long Term Financial Plan.

In 2024/25 Council introduced Differential Rating which forms the basis method of rating for the 2026/27 budget and rates modelling process.

**Budget Implications**

After taking into consideration all other sources of income, Council is required to raise sufficient rates to meet its total expenditure. While Council is permitted to adopt a budget that has a surplus or deficit that does not exceed 10% of its rate revenue, it is not a sustainable long term strategy to adopt a deficit budget.

When considering the amount to be raised from Council rates, reference should be made to the Council’s ten year Strategic Financial Plan and 2025/26 to 2034/35 Long Term Financial Plan that was adopted by Council on 21<sup>st</sup> May 2025 [CR 116-25]. This Plan was based on a rate increase of 6.1% for 2025/26 financial year, remaining at 6.0% for the duration of the 10 year plan.

<b>Adopted of 2025/26 Long Term Financial Plan Projections</b>										
	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
FTE’s	123.60	122.20	125.90	127.10	127.80	128.00	128.00	128.00	129.00	129.00
Rate Increase	6.1%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
Accumulated Surplus	\$333,994	\$255,668	\$262,783	\$91,664	\$422,795	\$1,122,657	\$2,777,450	\$5,090,169	\$8,047,097	\$11,852,503

Based on the endorsed 2025–2035 LTFP and in consultation with Councillors, the 2026/27 rates model applies a 6.00% increase in overall rates revenue. This is projected to generate \$19,117,394, which is \$74,321 less than the \$19,191,715 forecast in Year 2 of the current LTFP.

The general rates and interim rate revenue forecast for 2025/26 is estimated at \$18,009,062. Currently a one percent rate increase raises approximately \$180,091 in additional rates income.

In 2024/25 the GRV minimum rate increase by 5.5% to \$1,625 and UV minimum rate increase to \$1,722. In 2025/26 the GRV minimum rate increase by 6.1% to \$1,724 and UV minimum rate increase to \$1,827.

In the 2026/27 draft LTFP, the GRV Residential minimum rate is proposed to increase by 6.0% to \$1,827, with all other GRV and UV minimum rates to increase by 6.0% to \$1,937.

The current Long Term Financial Plan is under review and will require Council consideration as part of the 2026/27 budget development process.

- *Bulk Waste Collection*

Council levies a Specified Area Rate on developed residential properties within (and adjoining) to the townsites of Eaton, Dardanup and Burekup that are serviced with Council’s bulk green waste and hard waste kerbside pickup.

- Bulk Waste Collection costs an average of \$32 per property in 2025/26 (\$0.001186).
- Current rate modelling indicates that \$162,592 Bulk Waste Specified Area Rate will be raised in the 2026/27 financial year against an estimated 4,963 properties, at an average cost of \$33 per property.

- *Eaton Landscaping*

Council levies a Specified Area Rate on properties within the Eaton townsite for the purpose of upgrading and maintaining parks & reserves.

- Eaton Landscaping costs an average of \$33 per property in 2025/26 (\$0.001130).
- Current rate modelling indicates that \$114,957 Eaton Landscaping Specified Area Rate will be raised in the 2026/27 financial year against an estimated 4,669 properties, at an average cost of \$25 per property.

- *Differential Rates*

In September 2023 Council formally supported the introduction of Differential Rating effective from 2024/25 financial year. In previous year’s, Council had applied a Uniform General Rating methodology to the calculation of rates.

Consistent with 2024/25 differential rating methodology, Council’s 2025/6 Rating Strategy was based on Differential Rating with no change within the rating categories.

Strategy

The 2026/27 budget and rates modelling has been developed based on Differential Rating. It is proposed that 6 Differential Rates are included under the Differential Rating system, with 14 Rating Categories to provide the flexibility to monitor GRV/UV valuation changes in each rate category. This will enable future expansion of Differential Rates in appropriate in the future. Below are the 6 Differential Rates and 14 Categories.

Six (6) Differential Rates comprising of fourteen (14) Rating Categories across			
Differential Rates	Rating Categories	Value	Minimum Rate \$
1. RESIDENTIAL	Incorporating: 1. Residential, and 2. Residential Vacant	GRV	\$1,827
2. COMMERCIAL	Incorporating: 3. Commercial, and 4. Commercial Vacant	GRV	\$1,937
3. INDUSTRIAL	Incorporating: 5. Industrial, and 6. Industrial Vacant	GRV	\$1,937
4. RURAL RESIDENTIAL	Incorporating: 7. Rural Residential, and 8. Rural Residential Vacant	GRV	\$1,937

Six (6) Differential Rates comprising of fourteen (14) Rating Categories across			
Differential Rates	Rating Categories	Value	Minimum Rate \$
5. ACCOMMODATION	Incorporating: 9. Accommodation	GRV	\$1,937
6. UV	Incorporating: 10. Rural, 11. UV1, 12. UV2, 13. UV3, and 14. Mining Tenement	UV	\$1,937

• *Annual Percentage Rate Increases*

Factors such as the growth of the Shire, need for additional resources to meet growth demands, the rising cost of labour and materials, previous rate increases approved and a perception of the affordability of a reasonable rate increase are some of the factors taken into account when considering the percentage by which rates in the dollar and minimum rates have to be increased.

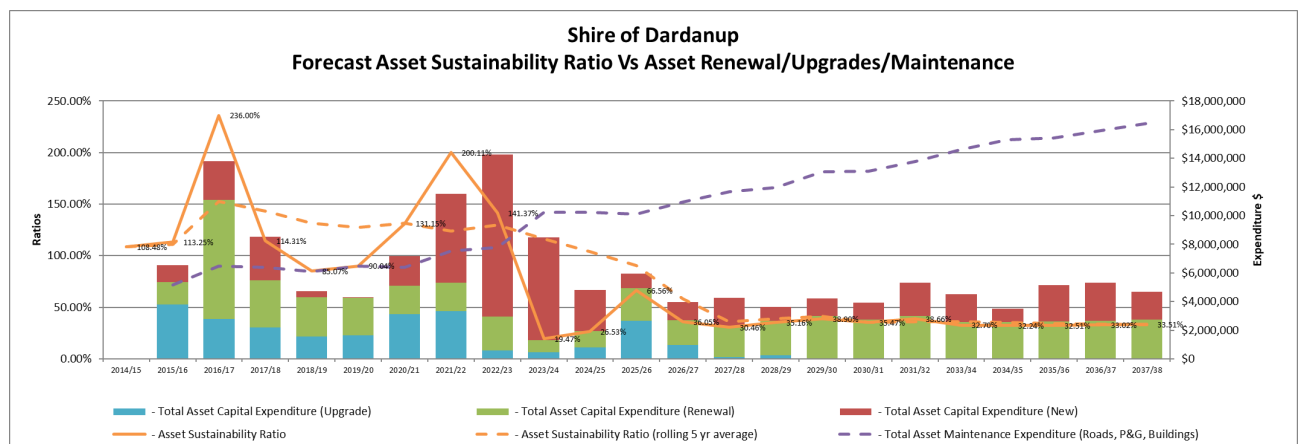
It has also been widely recognised that increasing rates solely based on a factor equivalent to the increase in the Consumer Price Index (CPI) is not prudent financial management, as the CPI provides a good estimate of a household’s expectation of the price changes (increases) to the goods and services they consume but it does not provide a good estimate of all of the cost pressures faced by Local Government. In the past, indices such as the Local Government Cost Index (LGCI), together with other cost factors, have also been used as a guide for rate increases as the use of this index has been advocated by the Western Australian Local Government Association (WALGA).

**Budget – Whole of Life Cost**

As no new assets have been created, there are no direct whole of life or ongoing cost implications.

The rating strategy deployed by Council in the 2026/27 financial year will form part of a long term financial planning strategy to maintain the sustainable operations of Council. If Council is not able to adequately fund operations in the 2026/27 financial year, then the financial position of Council will potentially deteriorate in future years as assets age further and demand for services increase with projected population growth.

The following graph from the adopted 2025-2035 Long Term Financial Plan illustrates Council’s Asset Sustainability Ratio, compared against past and projected future Asset Renewal, Upgrade, New and Maintenance works. The Asset Sustainability Ratio should ideally be between 90-110%.



2025-2035 Long Term Financial Plan – Asset Sustainability Ratio										
Actual 24/25	25/26	26/27	27/28	28/29	29/30	30/31	31/32	32/33	33/34	34/35
40.60%	66.56%	36.05%	30.46%	35.16%	38.90%	35.47%	38.66%	32.70%	32.24%	32.51%

The Asset Sustainability Ratio measures whether a local government is replacing or renewing assets at the same rate they are wearing out, by comparing capital renewal/replacement expenditure to depreciation.

If renewal spending is equal to or greater than depreciation, asset value is being maintained. If it is below depreciation, this indicates underinvestment, which can lead to asset failures, higher maintenance costs, and future financial pressure. Over time, this may require significant catch-up spending or rate increases.

The target range is 90–110%:

- 90–110% → appropriate level of asset renewal
- Below 90% → underinvestment in assets
- Above 110% → potential overinvestment

Overall, maintaining this ratio ensures assets are renewed at the right time and supports long-term financial sustainability.

The Asset Sustainability Ratio is a key indicator of whether Council is investing sufficiently in the renewal and replacement of its asset base. As rates revenue is the primary funding source for asset renewal, maintaining this ratio within the target range of 90–110% ensures that assets are being replaced at a rate consistent with their consumption. A ratio below target may indicate underinvestment, leading to asset deterioration and increased future financial pressure, while a ratio above target may suggest a higher level of renewal expenditure than required.

### **Council Policy Compliance**

The budget is based on the principles contained in the Strategic Community Plan and Corporate Business Plan. *Policy CnG CP018 – Corporate Business Plan & Long Term Financial Plan* applies.

### **Risk Assessment**

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix IPC: 8.8B) for full assessment document.

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Report Title	Rating Strategy - 2026/27
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Financial Financial sustainability impacted through inadequate rating.

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
	Legal and Compliance	Compliance with budget, rating and integrated planning review and development process.
	Reputational	Shire reputation can be negatively impacted if rate increases are considered excessive by the community.

**Officer Comment**

As part of preparing the annual budget, Corporate Business Plan and Long Term Financial Plan, Council considers community needs in relation to its available income requirements for the coming years before deciding how much it should raise in general rates. Council will also consider the extent of the rate burden on rate payers and may decide to forgo some activities and services in order to avoid high rate rises.

The Asset Sustainability Ratio remains materially below the target range of 90–110% across the LTFP period, indicating sustained underinvestment in asset renewal. This trend suggests that Council is not replacing assets at the rate they are deteriorating, which may lead to an increasing asset backlog, higher future costs, and potential financial sustainability challenges if not addressed.

As rates revenue is a primary funding source for asset expenditure, this highlights the importance of aligning future rating strategies with asset renewal requirements to support long-term financial sustainability.

Rating Strategy - Summary

Officers recommend retaining a 6.00% rate increase across the full 10-year period of the 2026/27 Long Term Financial Plan. While consideration has been given to cost of living pressures and broader economic conditions, any reduction below the proposed 6.00% increase is likely to result in future budget shortfalls and reduced financial capacity in outer years.

The Rating Strategy for 2026/27 (Appendix 8.8A) requires Council to strike an appropriate balance between competing principles, ensuring sufficient revenue is generated to fund the annual budget while meeting the key objectives of equity, efficiency, and simplicity.

Maintaining the proposed rate increase is also critical to supporting ongoing asset renewal and long-term financial sustainability, noting that rates revenue is the primary funding source for asset expenditure.

- *Purpose of the Rating Strategy*

The purpose of the Rating Strategy is to provide Council’s preferred position on the following:

- i. *Method of Rates Calculation;*
- ii. *Annual percentage rate increase; and*
- iii. *Minimum rates.*

- *Method of Rates Calculation*

In broad terms the total amount of money to be raised in general rates is divided by the total value of all rateable properties. The resulting figure is called the “rate in the dollar”. Council determines the amount

to be paid in rates by applying a rate in the dollar to the assessed value of each property. When that total value of all properties increases, the Council reduces the rate in the dollar to compensate. There is no windfall gain.

- *How a "Rate in the Dollar" is calculated?*

From 1 July 2024, Council adopted a new rating strategy utilising the Differential Rates Method. The Differential Rating method applies to the 2026/27 financial year. Again, the calculation is not complex, it is simply:

GRV or UV multiplied by the **Applicable Differential Rate in the Dollar** = Rates Raised.

However, with **Differential Rates**, Council has the ability to levy rates based on **the purpose for which the land is zoned and / or the land use**, effectively setting a number of different **Rates in the Dollar** values for different rating categories (as opposed to the current process where Council is limited to only the Gross Rental Value as an index

- *How are Property's Rates calculated?*

The basis for calculating property rates are the gross rental values (GRV) or unimproved values (UV) for individual properties provided by Landgate's Property and Valuations area multiplied by the relevant rate in the dollar.

A property's GRV represents the amount of the gross annual rental the land might obtain if it is let on a tenancy basis from year to year. A property's UV means the amount the land may reasonably be expected to obtain if it was sold and assuming no improvements to the land had been made.

*For example if the Gross Rental Value of a property is \$32,000 and the Council rate in the dollar is set at 8.6348 cents, the rate bill would be \$2,763.14 (\$32,000 x \$0.086348).*

- *Property Valuations.*

Property values affect the amount paid in municipal rates. State legislation requires that all properties in every municipality are revalued every 3-5 years. Dardanup is required to revalue its GRV properties every 3 years and its UV properties every year.

Changes in property values will vary across a municipality. These will be reflected in each property's rate bill. A general revaluation may result in the rates for some properties going up while others go down. If a property's value increases by less than the average increase across the municipality, the rates for that property will be relatively lower. Rates will be relatively higher if a property's value increases by more than the average increase in valuation.

Councils do not collect extra revenue as a result of the revaluation process. Valuations are simply used as an apportioning tool to assess the rates payable for each individual property.

Information about a property's value is included on the rate notice issued by the Council.

Overall, the Rating Strategy outlined in this report is reviewed annually and aligns with a 10-year planning horizon, consistent with the draft Long Term Financial Plan and broader strategic planning frameworks. The outcomes of this report will be incorporated into the 2026/27–2035/36 Long Term Financial Plan for Council consideration in May 2026.

END REPORT

## 9 ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

None.

## 10 NEW BUSINESS OF AN URGENT NATURE

None.

## 11 MATTERS BEHIND CLOSED DOORS

It is recommended that the Audit & Risk Committee go Behind Closed Doors toward the end of the meeting in accordance with Shire of Dardanup Standing Orders & Local Government Act 1995 Section 5.23 (2) - Matters for Which Meeting May Be Closed.

Standing Order and the Local Government Act 1995 provides for Council to resolve to close the meeting to the public and proceed behind closed doors for matters:

- S 5.23 (1) Subject to subsection (2), the following are to be open to members of the public-*
- (a) all Council meetings; and*
  - (b) all meetings of any committee to which a local government power or duty has been delegated.*
  - (2) If a meeting is being held by a Council or by a committee referred to in subsection (1) (b), the Council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following -*
    - (a) a matter affecting an employee or employees;*
    - (b) the personal affairs of any person;*
    - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*
    - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;*
    - (e) a matter that if disclosed, would reveal -*
      - (i) a trade secret;*
      - (ii) information that has a commercial value to a person; or*
      - (iii) information about the business, professional, commercial or financial affairs of a person,*  
*where the trade secret or information is held by, or is about, a person other than the local government;*
    - (f) a matter that if disclosed, could be reasonably expected to -*
      - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;*
      - (ii) endanger the security of the local government's property; or*
      - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;*
    - (g) information which is the subject of a direction given under section 23 (1a) of the Parliamentary Commissioner Act 1971; and*
    - (h) such other matters as may be prescribed.*
  - (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.*

**OFFICER RECOMMENDATION**

**THAT** in accordance with the Local Government Act 1995, S 5.23, section (2)(a) the Committee goes Behind Closed Doors at {TIME} to discuss a matter affecting an employee or employees.

11.1 Workforce Plan - 2026/2027 – 2035/36

<b>Reporting Department</b>	<i>Executive</i>
<b>Responsible Officer</b>	<i>Mr André Schönfeldt - Chief Executive Officer</i>
<b>Reporting Officer</b>	<i>Mrs Kristy Burden - Manager Human Resources</i>
<b>Legislation</b>	<i>Local Government Act 1995</i>
<b>Council Role</b>	<i>Executive/Strategic.</i>
<b>Voting Requirement</b>	<i>Simple Majority.</i>
<b>Attachments</b>	

**REPORT UNDER SEPARATE COVER**

*Note: In accordance with the Local Government Act 1995 5.23 (2) this report is not available to the public. The Shire President tables the confidential report on this matter and provides copies to each elected member. The report will be located in the Records Management System of the Committee.*

**OFFICER RECOMMENDATION**

**THAT** the Committee return from Behind Closed Doors [time].

*Note: In accordance with Standing Order 5.2(6) the Presiding Officer, may cause the motion passed by the Committee whilst behind closed doors to be read out.*

<b>12 CLOSURE OF MEETING</b>
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The Chairperson advises that the date of the next Integrated Planning Committee Meeting will be advised.

There being no further business the Chairperson to declare the meeting closed.